

4-H COUNCIL CONSTITUTION AND BY-LAWS

ARTICLE 1

NAME: This organization shall be known as the Clark County 4-H Council.

ARTICLE 2

PURPOSE: The purpose of this organization shall be to guide, promote, and improve the Clark County 4-H program in such ways as:

1. Establishing communication between Extension Staff and 4-H Clubs.
2. Plan, coordinate and implement county events and activities training programs.
3. Suggest areas and give leadership for expanding the carrying on 4-H club work.
4. To assume responsibility of financial needs for 4-H programs.

ARTICLE 3

MEMBERSHIP: Membership on this council shall not be restricted by race, color, creed or national origin. The membership shall consist of:

1. Two adult leaders from each club, one of which shall be the club leader, the other to be designated by name to the council.
2. Two regularly enrolled 4-Hers of an age, but preferably older, one of which should be the club president, the other to be designated by name to the Council Secretary. These four members or their proxy will be the only voting delegates at regular meetings and in the election of Council officers.
3. Ex-officio members shall consist of: County Extension Personnel who shall be ex-officio members of all meetings and committees.
4. All 4-H clubs must turn in a final enrollment form to the County Extension Center by January in order to be eligible for participation in county 4-H events and representation in 4-H Council.

ARTICLE 4

OFFICERS AND EXECUTIVE COMMITTEE:

1. The elective officers of the Council shall be President, Vice-President, Secretary, Treasurer, Reporter and Historian/Parliamentarian.
2. The Executive Committee shall be composed of the six elected officers. An Extension Staff member shall be an advisory member of the Executive Committee. The Past President shall also be a member of the Executive committee.

BY-LAWS OF THE CLARK COUNTY 4-H COUNCIL

1. The President shall preside at all meetings of County 4-H Council.
2. The Vice-President shall perform the duties of the President in the event of his or her absence. He or she shall act as Chairperson of the Program Planning Committee.
3. The duties of the Secretary shall be to: (a) keep accurate minutes of each 4-H Council Meeting and read same at the next business meeting, (b) call the roll by name of representative at each meeting of the council, (c) provide the County University Extension Center a copy of the minutes of each Council meeting.
4. The duties of the Treasurer shall be to: (a) keep an accurate account of money that may be the property of the 4-H Council, (b) make a report at each Council Meeting of the account, (c) to close the books at the end of each year for an audit.
5. The duty of the Reporter shall be to: (a) write a newspaper release of each Council meeting and submit to the papers of the county, radio and television stations.
6. The duties of the Historian/Parliamentarian shall be to(a) keep a scrapbook of all major Clark County 4-H events (pictures, clippings, etc.) as historian. The record should be turned over to the newly elected officer in January, and as Parliamentarian, they should see that parliamentary procedure is followed at each bi-monthly meeting.
7. The 4-H council shall hold six (6) meetings per year as follows: the fourth Monday of the months of January, March, May, July, September and November.
8. The Chairperson shall have the authority to change meetings or to call special meetings when deemed as necessary.
9. At least one voting member from one half of the existing clubs shall constitute a quorum of the County 4-H Council meeting. Three shall constitute a quorum of the Executive Committee.
10. The officers shall serve not longer than two consecutive years in the same office.

11. An officer failing to attend three meetings, without a reasonable excuse, shall be automatically out and the office shall be filled by the Executive Committee.
12. Standing committees other than the Executive shall be appointed by the Executive Committee. They shall consist of Fundraising, Art Hall, Fashion Revue/ Achievement Day, Nominating, National 4-H Week and Recognition/Awards. Special committees may be appointed at anytime by the President as deemed necessary. Members may include people other than the 4-H Council. Any major decision made by these committees must be brought before the council for discussion and a vote.
13. The annual election of Council officers shall be by mail-in or return ballot and shall be announced at the regular meeting in January.
14. These by-laws may be amended at any meeting of the County 4-H Council by a 2/3rds vote of the members present, providing the proposed amendment has been discussed at a previous meeting.
15. Job descriptions, shall be provided each committee member of each committee of the Council by the County Extension Center.