

# **CONSTITUTION AND BY-LAWS**

## **ARTICLE 1 NAME**

The Name of this non-profit organization shall be the CLARK COUNTY JUNIOR LIVESTOCK COMMITTEE.

## **ARTICLE 2 OBJECTIVE**

Section 1. The purpose of the Clark County Junior Livestock Committee shall be: to promote, encourage, and develop the 4-H and FFA youth of the County, to present ideas, to assist the Extension Staff in planning and conducting the Clark County Junior Livestock shows, and to act in an advisory capacity to the Clark County Fair Board.

Section 2. The Clark County Junior Livestock Committee is a standing committee of the Clark County 4-H Council.

## **ARTICLE 3 MEMBERSHIP**

Section 1. The membership will be comprised of both youth and adult. To be a member of this organization the youth must be a member of either a Clark County 4-H Club, FFA Chapter and they must also be enrolled in a Livestock Project. The youth must be a member in good standing with their 4-H Club or the FFA instructor. To be members of the organization the adult may be a parent/guardian/significant other of the youth member, livestock leader, assistant leader, Extension Staff or FFA Advisor.

Section 2. All livestock leaders, assistant leaders, and species superintendents are encouraged to attend all meetings and to share ideas and views.

## **ARTICLE 4 MEETINGS**

Section 1. This Committee shall hold meetings at such times and places as may be designated by the Jr. Livestock Committee. The officers, FFA Advisors and 4-H livestock leaders will be notified of the meeting no less than seven (7) days before the meeting date.

Section 2. At all meetings of this committee, except when otherwise determined by a majority vote of those present the order of business shall be as follows:

1. Roll Call or signing of the register.
2. Recognition of Visitors.
3. Reading and Corrections of Minutes of last meeting.
4. Report of Treasurer and Reading of bills.
5. Report of Committees.
6. Reading of communications
7. Old business.
8. New business.
9. Adjournment.

## **ARTICLE 5 OFFICERS**

Section 1. The elective offices of this committee shall be: President, Vice-President, Secretary and Treasurer.

Section 2. The President, Vice-President, Secretary, and Treasurer shall be elected by the voting representatives of this Committee.

Section 3. The President and Treasurer shall be an adult member of the Committee. The office of Vice-President and Secretary may be held by either a youth or adult member. Youth members are encouraged to be active in the leadership roles of this committee.

Section 4. The elected officers of the Committee shall serve on (1) year or until their successors are elected. They shall enter upon their duties following their election at the November meeting each year upon completion of old business.

Section 5. The elected officers of this Committee shall serve no more than 3 consecutive years, unless approved by a vote of a minimum of 2/3 majority of members present during elections.

## **ARTICLE 6 VOTING PROCEDURE**

Section 1. The voting procedure for a candidate running for office shall be a majority of voters in attendance.

Section 2. Voting representatives to this body shall be one elected representative or alternate representative, if the elected representative is not present, per active species from each 4-H Club and FFA Chapter.

## **ARTICLE 7 DUTIES OF OFFICERS**

Section 1. The Clark County Junior Livestock Committee shall be guided by a set of officers including: President, Vice-President, Secretary and Treasurer.

Section 2. The President shall preside over all the meetings of this Committee, appoint all committees and call special meetings, perform any such duties usually associated with this office. He/She will be a member of the Committee.

Section 3. The duties of the Vice-President shall be the same as those of the President in case of his/her absence or disability. He/She shall be a member of this Committee.

Section 4. The Secretary shall devote sufficient time and attention to the duties of office and other duties as the President and 4-H staff shall direct. These duties include but are not limited to: conduct general correspondence, send out notices of meetings in the event the 4-H staff is incapacitated, keep on file all letters received, and record the minutes of each meeting. He/She will make those minutes available to the livestock leaders not in attendance upon request of said members. He/She shall be a member of the Committee.

Section 5. The Treasurer will keep account of all money turned over to him/her by any member of the Committee. They shall keep proper records of all payouts for the Committee and make a

report on money taken in, money paid out, and total balance at each meeting. He/She shall be a member of the Committee.

**ARTICLE 8  
DISCIPLINE**

Section 1. The interpretations of the committee of the Constitution and By-laws, rules, regulations, notices, resolutions and all documents and orders shall be binding on all members and all those enjoying the privileges of this committee.

Section 2. Complaints and grievances must be filed in writing by any member with the secretary. The President shall instruct the voting representatives to consider and pass upon each complaint or grievance: whereupon the decision shall be binding, except and until appeal has been made to the entire membership and the decision of the voting representatives may be reversed by a vote of two-thirds (2/3) of All voting members.

**ARTICLE 9  
ALTERATIONS, AMENDMENTS, RESOLUTIONS**

Section 1. All alterations, amendments or resolutions to be offered before any meeting of this Committee shall be made in writing and sent to the President and/or 4-H staff at least thirty (30) days prior to the meeting at which they are to be presented. Any alterations, amendments, or resolutions must be published in the County Newsletter and sent to the Clark County FFA Advisor at least thirty (30) days in advance of the meeting so that members may have an opportunity to form an intelligent opinion on their merits. All resolutions must be confined to one subject. Where a resolution or resolutions are adopted, such resolutions shall take effect January 1<sup>st</sup> of the following year.

Section 2. The Constitution and By-Laws may be amended only by a two-thirds (2/3) vote of the members of this Committee present at a regular or special meeting, and not unless notice of the proposed amendment has been stated as the reason for calling of the special meeting.

Section 3. A Resolution Committee consisting of five (5) members, including youth, shall review the Constitution and By-Laws every 5 years starting in January 2000. Their duty shall be to study the Constitution and By-Laws and advise the Committee, at such time, when revisions and additions need to be made.

Section 4. Special committees, at any time deemed advisable by the President or Extension Staff, may be appointed by the President and given a specific assignment. At the completion of their assignment the Committee will disband.

Reviewed, Revised, and Adopted 12/14/2021

**GUIDELINES**

1. In order to exhibit at the Clark County Fair, youth must be a member in good standing of a Clark County 4-H Club or FFA Chapter. (Approved 4-22-13)