

4-H Council constitution and bylaws

Constitution

Article I

Name: This organization shall be known as the Ripley County 4-H Council.

Article II

Purpose: The purpose of this organization shall be:

1. Identify needs of youth in the area.
2. Approve the 4-H curriculum
3. Plan, coordinate, and manage county events and activities.
4. Establish communication between Extension staff and 4-H units.
5. Promote 4-H leadership development efforts
6. Assume responsibility for financial support of 4-H Programs.
7. To plan for raising funds to "support the county 4-H program."
8. Insure the 4-H programs are carried out in accordance with affirmative action guidelines.

Article III

Eligibility

Any boy or girl in Ripley County, who is eight years of age on December 31st of the 4-H year and has not reached their nineteenth birthday on December 31st of the current year, may become a member of this club regardless of race, color, religion, gender, national origin, ancestry, marital status, familial status, sexual orientation or disability. Five- to seven-year-olds on December 31st of the 4-H year may enroll as a 4-H Clover Kid.

Enrollment

Members must re-enroll in 4-H on an annual basis to retain active 4-H member status.

Article IV

Membership and voting – Executive committee will vote on all matters excluding amending constitution/bylaws and election of officers at September meeting.

The executive committee shall consist of the following:

1. **One adult leader** from each chartered club, preferably the club leader.
2. **One 4-H member** from each chartered club. The club president is automatically one of these members.
3. **Ex-officio members** shall consist of:
 - One area extension staff member.
4. **All five elected officers of the 4-H council:**
President, vice president, secretary, reporter, and treasurer

Article V

Bylaws

1. The president shall preside at all meetings of the county 4-H Council.
2. The vice president shall perform the duties of the president in the event of his or her absence.
3. The duties of the secretary shall be to:
 - Keep accurate minutes of each 4-H Council meeting and read the same at the next meeting of the council.
 - Provide the county University Extension Center with a copy of the minutes of each 4-H Council meeting.
 - Take care of necessary 4-H Council correspondence.
4. The duties of the treasurer shall be:
 - Keep an accurate account of any money that may be the property of the 4-H Council.
 - Make a report at each council meeting of the account.
 - Pay bills approved by the Council or Executive Committee.
 - Make a complete financial report to present to the 4-H Council at the end of the Council year.
5. The duty of the reporter shall be:
 - Write a newspaper release of the council meeting and submit to the papers of the county, radio and TV stations.
6. The 4-H Council shall hold three meetings a year.
7. Five voting members shall constitute a quorum of the county 4-H Committee. Three of five must be elected officers to constitute a quorum of 4-H Committee.
8. Officer's terms will be two years. The president, secretary and treasurer will serve 3 years terms only the first time in 2015 to stagger officer's terms. All officers after 2015 will serve two year terms.
9. The election of officers shall be held at the regular meeting in September.
10. The nominating committee shall be the executive committee. They shall present a slate of perspective officers at the September meeting.
11. Any officer failing to attend two consecutive meetings without reasonable excuse shall be automatically out and the executive committee shall fill the office.
12. All council members unable to attend the meeting shall have the right to vote by proxy through a representative of their club.
13. These by-laws may be amended at any meeting of the Ripley County 4-H Council by a two-thirds vote of the members present, providing the proposed amendment has been discussed at a previous meeting or a notice of such an amendment has been sent to council members at least ten days prior to the meeting.
14. This constitution and by-Laws shall be checked and revised every two years if needed.

Article VI

Parental involvement

At least one parent or legal guardian from each family is asked (expected?) to attend each regular 4-H Club Meeting.

Successful 4-H membership usually requires a great deal of parental support. Parents may be asked to chaperon a club activity, host a meeting, teach a special skill or share a particular interest. If they are sharing information with the club, it doesn't necessarily have to be related to a project. It could be regarding citizenship, leadership, community service, careers or other topics. Parents volunteering to chaperon events, drive members (other than their own children) to or from meetings or events, must have been successfully screened and accepted by the Missouri 4-H Youth Development program.