



# **Constitution and Bylaws For Kenosha County 4-H Clubs**

## **Constitution**

### **Article I. – Name**

The name of this 4-H Club or Group shall be Somers Chargers 4-H Club or Group or Committee.

### **Article II. – Purpose**

The purpose of this 4-H Club or Group/Committee are:  
Provide a place for young people to grow, share, and learn together from various projects, events, and activities in informal situations under guidance of their families and adult leaders.

### **Article III. – Membership**

**Section 1.** A 4-H club member must be in 5-year-old Kindergarten and may continue in the 4-H Club through the next 4-H year following their graduation from high school. Kindergarten, First and second graders are enrolled as Cloverbuds.

**Section 2.** Open to any youth within grade parameter – regardless of that person's race, color, creed, religion, sex, national origin, disability, ancestry, sexual orientation, pregnancy, marital or parental status.

**Section 3.** The following are requirements to hold a 4-H charter and be recognized as a 4-H Club or chartered Group/Committee in Kenosha County, Wisconsin:

- (a) Club or Group/Committee name
- (b) Five or more youth from at least three families
- (c) Adult leadership that has been approved through the Youth Protection Program
- (d) Educational plan which meets the purposes of the 4-H program
- (e) Youth involvement in leadership and decision-making
- (f) Meet on a continuing basis
- (g) Have written operating guidelines, bylaws or constitution approved by members to govern the club or group/committee
- (h) Successfully complete the 4-H Annual Charter Renewal Packet that includes critical communication, legal, financial and educational accountability requirements submitted to the county UW-Extension office once a year.
- (i)
  - All Wisconsin 4-H Youth Development Policies  
(<http://www.uswx.edu/ces/4h/resources/policies/index.cfm>)
  - 4-H National Headquarters policies  
([http://www.national4-hheadquarters.gov/library/4h\\_polregs.htm](http://www.national4-hheadquarters.gov/library/4h_polregs.htm))
  - All federal and state laws

**Section 4.** In order to represent Somers Chargers 4-H club at the Kenosha County Fair you must attend a minimum of 4 meetings or earn      points by      date.

- Somers Chargers 4-H Club youth members attending a college outside of Kenosha County are required to attend a minimum of 2 monthly Club meetings during the 4-H calendar year. Exemptions to these requirements may be considered by the Somers Chargers General Leader in case of extenuating circumstances. Requests for an exemption must be submitted to the General Leader in writing prior to August 1st.

**Section 5.** To remain active member and re-enroll, a member must submit a completed record form.

## **Article IV. – Parliamentary Authority**

Robert's Rules of Order shall govern the meetings of the club.

# **By-Laws**

## **Article V. – Amendments**

This constitution may be amended by a (super or 2/3) majority vote of the total youth membership at any regular meeting (optional – provided notice of such amendments shall have been given at a previous meeting.) **Adult votes are advisory only.**

## **Article VI. – Youth Officers**

**Section 1** The officers of this 4-H Club or Group shall be:

- (a) President
- (b) Vice-President
- (c) Secretary
- (d) Treasurer
- (e)

**Section 2** Qualification for officers include

The officers of this club shall be a president, vice-president, secretary, treasurer. Anyone wishing to hold these positions must be 12 years of age or older. Jr. Officers will be the Historian and Sergeant at Arms. The minimum age for these offices will be 10 years of age. Officers and Junior officers are expected to attend a minimum of 7 monthly Somers Chargers Club meetings during the 4-H Calendar year.

**Section 3** Election of Officers

**Section 4** Officers for the club/group are nominated by (describe nomination process) are nominated from the floor, by returning members during the August meetings. Each nominee must be present or express their interest to the General Leader(s) prior to the July meeting. The president will ask if nominee accepts or declines nomination and then determines if nominations are closed.

**Section 5** The officers shall be elected by ballot at a regular meeting designated for that purpose. (Add month, if known) September.

**Section 6** All members are eligible to vote. All members who have completed club work for 1 year are eligible to vote for officers.

**Section 7** Ties for election of office are to be broken by a re-vote between the officers that are tied.

**Section 8** Removal of officers for any reason is by 2/3 vote of membership.

**Section 9** Any open office position will be appointed by the Club President and confirmed by a (50%+1) simple majority vote of membership.

### **Article VII. – Duties of Officers**

The president shall preside at all club meetings. In the absence of the President, the Vice-President shall preside. The Secretary shall keep a record of all proceedings of the club. The Treasurer shall receive and take care of all money belonging to the club and shall pay it out upon order of the president and shall keep an accurate record of all money received and paid. (Add duties for appointed officers or other elected officers):   

The Historian makes a photographic and written record of the 4-H club yearly events and serves on the Scrapbook Committee. The Sergeant at Arms leads monthly pledges at meetings and greets members and families.

### **Article VIII. -- Club or Group/Committee Volunteer Leadership**

**Section 1** The 4-H Club or Group/Committee shall be under the directions of Youth Leadership working in partnership with local adult volunteer leaders(s).

- (a) Volunteer leadership is open to all adults regardless of that person's race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital or parental status.
- (b) All adult volunteers are required to participate in the Wisconsin 4-H Youth Protection Program prior to becoming a 4-H Volunteer.
- (c) There shall be such volunteer assistant leaders, volunteer project leaders and volunteer youth leaders as are needed to properly advise and assist in carrying on the various projects and in conducting the club program.

### **Article IX. – Dissolution Clause**

Upon dissolution of the 4-H Club, Group/Committee any assets must be turned over to the Kenosha County 4-H Council, with the approval of the Kenosha County 4-H Development Educator consistent with Wisconsin 4-H Youth Development approved financial practices and policy.

### **Article X. – Meetings**

#### **Section 1 Regular Meetings**

The regular meetings of this club will be held at 7:00pm AM/PM on the 1<sup>st</sup> Monday of each month, except when voted to change by general membership.



**Section 2 Quorum**

A quorum must be present when important business is transacted. 2/3 members shall constitute a quorum.

**Article XI. – Club Organization**

**Section 1 Club Planning Year**

- (a) The Wisconsin 4-H membership year is defined as October 1 – September 30 for the purpose of definition in Wisconsin 4-H Policies.

**Section 2 Club Fiscal Year**

- (a) The Wisconsin 4-H fiscal year is defined as July 1 – June 30.
- (b) The 4-H club financial books must be audited annually to meet Annual Charter Renewal Packet expectations.

**Article XII. – Additional Club Policies and Standing Rules**

**Section 1** The clubs policies and standing rules contained within this article are subject to amendment or suspension by a majority vote at any regularly scheduled meeting in which a quorum is present.

Signatures:

*Dydra Kunk*  
 Club President

Date: 10/25/15

*Sally A. Dahl*  
 Club General Leader

Date: 10/16/15

*Bethany Lane*  
 UW-Extension 4-H Youth Development Staff

Date: 10-16-15

July 1, 2015

