



Constitution and Bylaws For Kenosha County 4-H Clubs

Constitution

Article I - Name

The name of this club shall be Slades Corners Lucky Clovers 4-H Club .

Article II - Purpose

The purpose of this club is to: interest young people in better practices through 4-H club projects, and to help develop its members through club meetings and the various club activities.

Article III - Membership

Section 1. A club member must be in first grade and may continue in the 4-H Club through the next 4-H year following their graduation from high school. Kindergarteners, 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, and pregnancy, marital or parental status.

Section 3. The following requirements must be met to be officially recognized as a 4-H club in Kenosha County, Wisconsin:

- Club name
- Five or more youth
- Adult leadership that has been approved through the Youth Protection Program
- Educational plan which meets the purposes of the 4-H program
- Youth involvement in leadership and decision-making
- Meet on a continuing basis
- Submit financial record and audit report to Kenosha County UW-Extension Office once each year

Section 4. In order to represent Slades Corners Lucky Clovers club at the Kenosha County Fair you must attend 2 regular club meetings and participate in 2 club and 1 county level service activity by July 31. Service activities that are scheduled during the week of the fair will count as long as the member signed up with the general leader by July 31.

Section 5. To remain an active member and re-enroll, a member must:

- complete required forms (record books) each year,
- attend 2 regular club meetings each year
- participate in 2 club and 1 county level service activity each year

Exceptions can be made for members away at school or members with other extenuating circumstances at the discretion of the club leadership.

Article IV - Officers

The officers of this club shall be a president, vice-president, secretary, treasurer, and club reporter, 2 representatives-at-large in grades 3 through 8, and 1 representative-at-large in grades 9 and up.

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 provided notice of such amendments shall have been given at a previous meeting. **Adult votes are advisory only.**

Article VI - Club Leadership

The club shall be under the direction and guidance of Club Generalleader(s). 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. All adult volunteers are required to participate in the Wisconsin 4-H Youth Protection Program. There shall be such assistant leaders, project leaders and youth leaders as are needed to properly advise and assist in carrying on the various projects and in conducting the club program.

Article VI- Dissolution Clause

Upon dissolution of the club, any assets remaining shall be conveyed to the Kenosha County 4-H Council in writing.

By-Laws

Article I - Election of Officers

- Section 1.** Officers for the club are nominated in the order of vice president, secretary, treasurer, club reporter, and representatives at large.
- (a)** The vice president of the previous year will automatically become president, unless that individual cannot fulfill the obligation and wishes to relinquish the office.

- (b) Nominations for offices will be taken at the club meeting preceding the meeting designated for elections. At the time of voting, the club membership will be given the opportunity to nominate more members for each office.
- (c) A member must be in 3rd grade or above and have completed club work for 1 year to run for office.
- (d) In order to be nominated for the office of vice president or president, a member must first have held the office of secretary, treasurer, or reporter.
- (e) A member may be nominated for a position in which they previously served, however preference shall be given to members who have not yet served in that position.

Section 2. The officers shall be elected by secret ballot at a regular meeting designated for that purpose.

Section 3. All members are eligible to vote. All members who have completed club work for 1 year are eligible to vote for officers.

Section 4. Ties for election of office are to be broken by a second secret ballot of the parties between which the tie occurred.

Section 5. Removal of officers for any reason is by 2/3 vote of membership.

Section 6. Any open office position will be appointed by the Club President and confirmed by a (50%+1) simple majority vote of membership.

Article II - Duties of Officers

Section 1. The president shall preside at all club meetings, direct the business meeting, establish an agenda with club leaders, and perform all other duties usually pertaining to the office.

Section 2. In the absence of the President, the Vice-President shall preside and perform the duties of the President. Additional duties include acting as chairman of the program committee and recreation committee.

Section 3. The Secretary shall keep a record of all proceedings of the club, including attendance. He/she shall also report all activities of the club to the 4-H extension office on a monthly basis.

Section 4. The Treasurer shall receive all monies belonging to the club, disperse as necessary, shall keep an accurate record of receipts and expenditures, and shall make a full report at each business meeting.

Section 5. The club reporter shall complete the club scrapbook and prepare news reports of the club's meetings and activities, when considered well to do so, to local newspapers.

Section 6. The representatives-at-large will represent their age group at all executive meetings. They will assist at maintaining order at all business meetings. They will also help supervise members during pre-meeting activities and clean up afterwards.

Section 7. The past reporter will remain in an advisory position for one year to assist with the club scrapbook.

Article III - Regular Meetings

Section 1. The regular meetings of this club will be held at Randall School on the second Monday of each month, except the summer month of August, unless otherwise designated.

Section 2. A refreshment committee will volunteer for each meeting. It is requested that all member families provide refreshments for at least one meeting each year.

Article IV- Quorum

A quorum must be present or contacted for a proxy vote when important business is transacted. A majority of members shall constitute a quorum.

Article V- The Club Year

The 4-H year is continuous and extends from October 1st to September 30th. The fiscal year will be July 1 to June 30.

Article VI - Rules of Order

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

Article VII - Club Reporting

Annually, all Kenosha County 4-H Clubs will submit the Financial Audit Report and 4-H Club Calendar to the UW-Extension Office.

Article VIII - Additional Club Policies

Section 1. A member must participate in 50% of all club general meetings in order to be reimbursed for all club-financed activities. A service activity can substitute for a general meeting in regards to this policy. (eg, if there are 10 regular club meetings in a year, you must attend 5 meetings or a combination of 5 meetings/service activities in order for the club to cover all or part of your costs for swimming, bowling, or other social activities.)

Section 2. To obtain reimbursement from the club for expenses related to a specific project area (eg, decorations for animal barns), the executive board (ie, club officers) must receive a proposal for the projected expenses by May 1st and the board will decide whether the expenses will be reimbursed.

Section 3. Any monies awarded to a specific project within the club (eg, herdsmanship awards, barn decoration awards) shall be held by that project and used for project expenses at the discretion of the project leader. When club members are no longer active within that project, any assets remaining shall be conveyed to the club.

Signatures:

s/ Hannah Kildahl
Club President

Date: November 28, 2011

s/ Kimberly Diedrich
Club General Leader

Date: November 28, 2011

s/ Bethany Sorce
UW-Extension 4-H Youth Development Staff

Date: November 28, 2011

11/14/11