

CONSTITUTION AND BY-LAWS OF THE GRAYS HARBOR 4-H COUNCIL

Article I. NAME

1. The name of this organization shall be the Grays Harbor 4-H Council.

Article II. OBJECTIVES AND PURPOSES

1. To promote and maintain a spirit of friendly and helpful cooperation between 4-H volunteers, members and others from throughout the county and in all 4-H delivery modes (club, special interest, school enrichment, school age care).
2. To promote, develop, strengthen and coordinate training in Leadership Development.
3. To promote, develop and strengthen the overall 4-H Youth Development Program in the county as a program planning council.
4. To give inspiration to each other through the exchange of ideas and working together toward common goals.
5. To help all volunteers and members gain greater vision of young people's and adult's needs in their overall development-mentally, spiritually, socially and physically.
6. To act as a guide in determining guidelines for carrying out the 4-H Youth Development Program within the county and to suggest changes when needed and the promotion of new program ideas to the State 4-H Council.
7. To accept and reject funds and material things in keeping with the objectives of said corporation and the 4-H Youth Development Program objectives, purposes and philosophies.
8. To advise Extension on policies within the county in accordance with the policies of the State 4-H Advisory Board and Washington State University Cooperative Extension, which is ultimately responsible for the total and overall 4-H Youth Development Program in the county.
9. To do all and everything necessary, suitable, or proper for the accomplishment of any of the purposes, the attainment of any of the objectives or the furtherance of any of the powers herein-before set forth, either alone, or in connection with any other corporations, firms, or individuals, and either as principal or agent, and to do every act or acts, thing or things, incidental or pertinent to or growing out of, or connected with aforesaid objectives, purposes or powers or any of them.

Article III. MEMBERSHIP

1. Membership shall include all enrolled 4-H volunteers and all youth enrolled in a 4-H Leadership project.
2. The County/Area Extension Agents or their delegate involved in the 4-H Youth Development Program will be ex-officio members and will not have voting privileges.
3. Discrimination in the 4-H Youth Development Program because of race, color, religion, national origin, gender, disability, or sexual orientation is contrary to the purposes and policies of Cooperative Extension, WSU, and the USDA and violates the spirit and intent of civil rights laws.
4. Honorary membership may be granted to any person who is not an active or ex-officio member, and who can make a contribution to the 4-H Youth Development Program.
5. Ex-officio and Honorary members of the Council shall have the right to express opinions on any matters under discussion, but shall not be entitled to vote.

Article IV. OFFICERS

1. The officers of this Council shall consist of: President, Vice-President, Secretary, At Large Position 1, At Large Position 2, At Large Position 3, Teen Representative, and Advisor to the Board. These officers shall be elected by the Council membership.
2. The 4-H Council Executive Board shall consist of President, Vice-President, Secretary, Treasurer, and Advisor to the Board.
3. The officers shall be elected by ballot at the annual meeting in October of each year. Officers shall serve a two-year term with President and Vice-President being elected in odd-numbered years and Secretary and Treasurer being elected in even-numbered years. At Large Position 1 shall serve a two-year term being elected in even number years, At Large Position 2 and 3 shall serve a one-year term. At Large Positions must be filled by members from three different clubs. Teen Representatives and Advisor to the Board will be elected each year for a one-year term. Prospective Treasurers shall submit a letter of intent prior to the October election.
4. Officer job descriptions are available from the Cooperative Extension Office.

Article V. REPRESENTATIVES

1. Representatives to be elected by the membership are:
 - a. Panhandle 4-H Association Representative Position 1: 3 year term*
 - b. Panhandle 4-H Association Representative Position 2: 3 year term*

- c. Panhandle 4-H Association Representative Position 3: 3 year term*
 - d. County Fair Representative; 1 year term.
 - c. Grays Harbor Youth Livestock Auction Representative: 3 year term
3. All Representatives should attend the Grays Harbor 4-H Council meetings or send a report.

* Panhandle Representative Positions will be staggered with one position elected each year.

Article VI. VOTING

1. General Meetings – Any member may vote at the general 4-H Council meetings.
2. Executive Board Meetings – Only Executive Board members will vote at Executive Board meetings.
3. Annual Meeting – To be eligible to vote for elected positions, members must have attended at least four 4-H Council meetings during the 12 months immediately preceding.
4. Attendance records will begin with the November meeting and end with the annual meeting in October.

Article VII. COMMITTEES

1. Recommendations for Standing Committee Chairpersons will be made by the Council Board. The WSU Extension 4-H Regional Specialist shall review the Council recommendations and make their own recommendations to the incoming President. The Council President will have final decision on Standing Committee Chairpersons. The Standing Committee Chairperson shall recruit and approve committee members for the committee they are chairing.
2.
 - a. A committee member's position may be declared vacant by the Chairperson and Council Board (after consultation) when person holding the position appears to be inactive. It is the responsibility of the member to notify the chairperson when they are unable to attend a committee meeting or when they feel they can no longer serve in that capacity. Replacements may be made by the Committee Chairperson.
 - b. A new Chairperson may be selected from the committee members if the appointed chairperson can no longer fill the position, upon approval of the 4-H Council President.
3. Committees may be added or deleted, as deemed necessary, per decision of the Council.

4. Standing Committees:
 - Recognition and Awards
 - Public Presentations
 - Fundraising
 - Cowboy Breakfast
 - 4-H Promotion & Advertisement
 - Camp
 - 4-H Fair Committee
 - Finance
5. Special Committees may be appointed by the President when it is deemed necessary.
6. The Chair of each committee must attend or send a report or representative to the Leaders Council meeting.
7. The Chair of each committee must keep a historical record to be passed on to the subsequent Committee Chair.
8. The Camp Committee shall submit a Camp Budget and any changes to camp policies each year to be approved by the Council by the February meeting.

Article VIII. MEETINGS

1. There shall be seven (7) 4-H Council meetings held each year where all members have voting privileges. These meetings will be held in October, December, February, April, June, July and August. The annual meeting shall be held in October to elect officers and representatives for the following year.
2. Five (5) members of the Council Board constitutes a Quorum.
3. "Robert's Rules of Order" shall govern the meetings of this Council.

Article IX. DUTIES OF THE EXECUTIVE BOARD

1. The Executive Board shall meet monthly at a self-determined place, date and time in person, by email, by conference call, or by Skype or some similar online communication method
2. The Executive Board shall plan the program of work-goals, and calendar at the beginning of each election year and submit to the Council for approval.
3. The Executive Board shall make recommendations to the Council for action in important items of business.

4. The Executive Board shall be empowered to conduct the business of the Council in case of emergency with five (5) members of the Executive Board constituting a quorum.
5. The Executive Board shall install an accounting system which shall be adequate to the requirements of the business and meet with other accounting procedures involving the law of the land.
6. Minutes of the Executive Board must be kept.

Article X. AMENDMENTS OR REVISIONS

By-Laws may be amended or revised by a majority of the membership present at any 4-H Council meeting, provided fifteen (15) days written notice of the proposed amendment or revision is given members or providing notice of intent to amend or revise at a fixed subsequent meeting is given at any monthly meeting.

Article XI. USE OF FUNDS

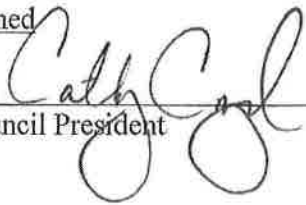
The Grays Harbor 4-H Council is a non-profit organization. Any funds received by the organization for carrying out its purposes shall not accrue to the benefit of individual members.

Article XII. DISSOLUTION

The officers of the Grays Harbor 4-H Council are directed, in case of dissolution of the organization, to assign all assets of the Grays Harbor 4-H Council to the Panhandle 4-H Association, Inc., a non-profit organization, for the purpose of carrying out their objectives. If Panhandle 4-H Association, Inc. ceases to exist, all assets of the Grays Harbor 4-H Council will be assigned to the Washington State 4-H Foundation.

This Constitution and By-Laws were adopted at the regular meeting of the Grays Harbor 4-H Council on the 26th day of August, 2019.

Signed



Council President

Signed



Council Vice President

Signed



Council Secretary

Signed



WSU Extension 4-H Regional Specialist