

# **CONSTITUTION OF THE KITSAP COUNTY 4-H COUNCIL**

Date Adopted: October 13, 2005

Date Revised: January 14, 2015

## **ARTICLE 1**

### **Name**

The name of this organization shall be the Kitsap County 4-H Council, hereafter referred to as 4-H Council. The principle location of the 4-H Council is 345 6th Street Suite 550, Bremerton, WA, 98337.

#### **Section 1: Purpose**

The 4-H Council is a non-profit affiliate of the 4-H Youth Development Education Program of Washington State University Extension. 4-H is the largest youth development organization in the United States and has existed for over 100 years. The purpose of the 4-H Council will be to provide experiential education for Washington state youth by providing, in cooperation with Extension professionals, informal educational youth in Kitsap County Washington without regard to race, color, sex, religion, age, national origin, sexual orientation, or disability. The mission of the 4-H Youth Development program is to assist youth and volunteer staff, through informal education, to acquire knowledge, develop life skills, and values that enable them to become increasingly self-directing.

#### **Section 2: Mission**

The mission of the 4-H Youth Development program is to assist youth and volunteer staff, through informal education, to acquire knowledge, develop life skills, and values that enable them to become increasingly self-directing, productive, contributing citizens.

#### **Section 3: Responsibility of Council**

The responsibility of the 4-H Council is to operate as a qualified nonprofit entity which does the following:

- A. Teach and mentor youth in the principles of positive youth development.
- B. Plan, execute, and evaluate a well-balanced educational program for 4-H youth with both short and long term goals.
- C. Promote volunteer leadership development and empower adult and teen volunteers in the 4-H program.
- D. Secure and manage sufficient resources to accomplish the purpose and mission of the 4-H Council.
- E. Serve as a link between the 4-H Youth Development Program and the county 4-H Professional, Fair Board, youth serving groups, schools, community agencies, and the public.
- F. Develop and maintain a vibrant, active Club membership in cooperation with the Extension Professional(s).
- G. Publicize the objectives and philosophy of the 4-H Youth Development Program and serve as an advocate for youth.
- H. Implement 4-H policy, subject to review and approval by Washington State University Extension 4-H Professional.
- I. Comply with the Internal Revenue Services and Washington State regulations and policies to maintain its exempt status as a non-profit charitable educational organization.

### **ARTICLE III**

#### **Funding and Assets**

The 4-H Council is responsible to raise sufficient funds to support the educational mission of the 4-H Council. The 4-H Council is also responsible to manage its available funds by:

- \*Preparing an annual budget.
- \*Giving direction to acquiring private funds.
- \*Approving all expenditures from the 4-H Council budget.
- \*Holding title to any property owned by the 4-H Council and providing for management of such property.

4-H Council property and funds will be used only for the activities and programs of the 4-H Council. None of the funds or property the 4-H Council will accrue to the benefit of, or be distributable to its Members, Leaders, officers, or other private persons, except those of the 4-H Council shall be empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes provided in this Agreement. No substantial part of the activities of the 4-H Council shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the 4-H Council shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these articles, the 4-H Council shall not carry on any other activities not permitted to be

- a) by a 4-H Council exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future
- b) Notwithstanding any other provision of these articles, this 4-H Council shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purposes of this 4-H Council.

Disposition of Assets in Event of Dissolution: Upon the dissolution of the 4-H Council, assets shall be distributed to an exempt 501(c)(3) 4-H Affiliate organization with a charitable educational purpose. Unless Washington State University has notified the 4-H Council otherwise, the Washington State 4-H Foundation, so long as it has active status as an exempt charitable educational organization under 501(c)(3), will receive the funds. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of the 4-H Council is then located, exclusively for such Constitution and Bylaws of the Kitsap County 4-H Council purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

### **ARTICLE IV**

#### **Use of 4-H Name and Emblem**

##### **Section 1:**

All uses of the 4-H name or emblem shall be consistent with the educational purposes, character-building objectives and dignity of the 4-H organization and the United States Department of Agriculture.

##### **Section 2:**

The 4-H name and emblem shall not be used if it exploits or might be construed to exploit the 4-H movement. This will hold true in the case of locally originated contests and awards; money-raising activities; printed materials; supplies to be sold or provided without charge; and advertisements.

##### **Section 3:**

By act of Congress, the Secretary of Agriculture, United States Department of Agriculture, is the final authority of authorization for the use of the name and emblem of 4-H work. State and local 4-H organizations shall operate within

that authorization. Leaders are responsible to carry out 4-H work in concordance with U.S.D.A. #1282, Tax Exempt Status of 4-H Organizations Authorized to Use 4-H Name and Local plans for the use of the 4-H name and emblem.

**Section 4:**

Local plans for the use of the 4-H name and emblem shall be cleared with WSU.

**ARTICLE V  
Membership**

**Section 1: Composition**

The membership shall consist of local volunteer leaders, 4-H adults and youth\*, sponsors and other community leaders, as well as school, church, and civic officials. Members should have an interest in Extension education and youth, and should represent all local geographic and economic groups. Membership on the Council shall be determined on a nondiscriminatory basis without regard to race, color, or national origin. There shall be no more than one adult council member per household.

*\*Youth shall be 8<sup>th</sup> grade and above, however, a younger youth's maturity and length of leadership experience in the 4-H program may be taken into consideration by the nominating committee.*

**Section 2: Number**

There shall be a minimum of TEN (10) and a maximum of FIFTEEN (15) members on the Council, including officers. A quorum shall be a simple majority of the elected membership.

**Section 3: Term of Office of Elected Members**

Term of office will be three years for adult members and two years for youth members. Members of the Council may not serve more than two consecutive terms of office except to fill a vacancy.

The terms shall be staggered in such a manner that one-third of the elected general Council Membership will be elected each year. Terms will be October 1 through September 30.

**Section 4: Vacancy**

A vacancy will be declared if a member misses three consecutive meetings without an excused absence. An absence will be excused by notifying the President or the Secretary. Vacancies may be filled by a simple majority vote of the Council Membership at the next regularly scheduled Council meeting.

**Section 5: Role of 4-H Professional(s)**

The 4-H Professional(s) shall be ex-officio member(s) of the Council, the Executive Committee, and other standing/ad hoc committees. The 4-H professional shall have all privileges of a regular member, including participation, submissions of motions and voice, except the ability to vote or hold office. The 4-H Professional shall interpret local program needs, University and Extension policies, and state-wide programs and schedules, and shall have final oversight of all 4-H Council decision/policies. Additionally, the 4-H Professional shall have signature oversight authority on all 4-H Council financial and investment accounts. In some situations, another Extension Professional, (i.e. County Extension Director) may serve as ex-officio of the Council.

**ARTICLE VI  
Members**

**Section 1: Selection of Council Members**

A. Council membership should be divided among three groups: youth, leaders/parents and civic /business/education representatives. Ideally the membership should be divided equally among these three groups. A Nominating

Committee of the three people, appointed by the Council President will prepare the ballot. Preferably, at least two candidates for each position on the ballot will be nominated. All nominees on the ballot must have given prior consent and be willing to serve if elected.

#### **Section 2: Council Elections**

- A. Elections shall be held at the September meeting of the General Membership.
- B. All currently enrolled 4-H members, Junior Leaders who are at least 8<sup>th</sup> grade or 13 years of age by January 1<sup>st</sup> of that 4-H year, and 4-H volunteers, who have attended 4 or more Council meetings in the previous 12 months, comprise the General Membership and are eligible to vote. Each Council Member shall be entitled to one vote.
- C. Elected Council vacancies may be filled with a simple majority vote of the Council Membership.

#### **Section 3: Duties of the Elected Council Members**

- A. Required to attend Council meetings and participate in the activities. Each Council Member is expected to serve on at least one Council committee. If unable to attend, the member must give prior notice to the Council President or Secretary. Any Council Member who misses three (3) meetings during a 4-H year without notifying the President or Secretary will be dismissed from Council.
- B. Study and analyze the concerns of youth and assess the goals of youth and their families.
- C. Understand 4-H as a youth development program that offers a variety of delivery modes (school enrichment, after school programs, clubs, etc.)
- D. Serve on work groups or task forces as needed.
- E. Make contacts with businesses, organizations and individuals on behalf of the 4-H youth program.
- F. Attend various 4-H and youth functions to evaluate the benefits and results.
- G. Look for communities and groups of individuals not being served. Help establish 4-H with those target groups.

#### **Section 4: Dismissal**

All Council Members are expected to adhere to policies and procedures of the WSU 4-H Youth Development Program. Failure to comply may result in the Executive Committee and/or 4-H Professional dismissing a Council Member.

### **ARTICLE VII**

#### **Officers**

##### **Section 1: Officers of the Council**

Elected Officers of the Council shall be President, Vice-President, Secretary, and Treasurer.

##### **Section 2: Term of Office**

The officers shall be elected at the September annual meeting for a term of one year. Officers may be elected for a second term, but will not be eligible to serve more than two consecutive years. Treasurer may be elected for more than two consecutive years, in conjunction with Council Member term limits.

##### **Section 3: Election of Officers**

- A. Officers will be elected by the Council for a one year term at the annual meeting in September.
- B. Nominations may be made from the floor; however it is recommended that nominations come from an appointed Nominating Committee.
- C. Voting will be done by paper ballot.
- D. Officers shall serve until their successors have been elected and duly installed.
- E. An officer position may be held by a youth Member of the Council, with an adult advisor, appointed by the Executive Board.

#### Section 4: **Officer Duties**

A. The *President* shall be the Chief Executive Officer of the Council. The President shall preside at all meetings of the Council, and meetings of the Executive Committee. The President shall appoint the members of all committees of the Council. She/he shall sign all documents requiring the President's signature and shall perform all other duties incidental to the office.

B. The *Vice-President* shall perform the duties of the President in the absence or incapacity of the President. The Vice-President shall automatically become President of the Council upon the resignation or incapacity of the president. In the event the Vice-President becomes the President, a new Vice-President shall be elected to fill the vacancy. The Vice-President serves as Chair of the Program Committee and as an ex-officio member of all committees. The Vice-President will work closely with the 4-H Professional(s) and Program Committee to plan the Council's yearly educational program, including for the educational programming for each Council meeting.

C. The *Secretary* shall keep an accurate record of the activities of the Council and its Executive Committee, shall issue all notices of the Council meetings, shall be responsible for the correspondence of the Council, shall prepare and keep a listing of all Chairs and members of Special and Standing Committees for the current and two previous years, and shall provide the County Extension Professional(s) a copy of all records of the Council. The Secretary shall take meeting minutes and distribute them to the Council, and keep an attendance record at each Council meeting, to confirm members eligible to vote.

D. The *Treasurer* shall keep an accurate record of all monies and property allocated to the Council, shall supervise the disbursement of the funds subject to the direction and approval of the Executive Committee, present the annual budget at the October General Meeting, and shall serve as A MEMBER of the Finance Committee. The Treasurer is responsible for remaining up to date on policy changes and acting in accordance with all Washington State 4-H Financial Policies.

Annually, at year-end (September 30) the Treasurer shall be responsible for:

- a. Preparing the financial records necessary for a peer review audit to be conducted by a committee
- b. Furnishing the necessary financial reports (ie annual financial report) as required by Washington State University 4-H by December 31
- c. Preparing and filing in a timely manner, all reports required by federal, state and local governmental agencies (including filing Form 990 to IRS)

E. The *Immediate Past President*, for the first year after leaving office, serves as a member of the Executive Committee and Council with all voting rights. If the President and Vice-President are both unavailable to conduct a meeting, the Immediate Past President will do so.

#### Section 5: **Officer Vacancies**

Vacancies occurring in any of the offices due to illness, death, or other incapacity to comply with assumed duties shall be filled by election by Council Member except in the case of the President, when the Vice-President shall succeed the President. Such officers shall serve only until the next regular election.

#### Section 5: **Role of 4-H Professionals**

The 4-H professional(s) shall be ex-officio member(s) of the Council, the executive committee and other standing/ad hoc committees. The 4-H professional(s) shall have all privileges of a regular member, including participation, submissions of motions and voice, except the ability to vote or hold office. The 4-H professional shall interpret local program needs, University and Extension policies, and state-wide programs and schedules, and shall have final oversight of all 4-H Council decision/policies. Additionally, the 4-H professional shall have signature oversight

authority on all 4-H Council financial and investment accounts. In some situations, another extension professional (i.e. County Extension Director) may serve as ex-officio member of the Council.

## **ARTICLE VIII**

### **Quorum**

A simple majority of the Elected Council Members present at any regular or special meeting will constitute a quorum.

## **ARTICLE IX**

### **Amendments**

Amendments to the Bylaws may be made at any annual, regular or special meeting by a simple majority vote of the Council members present, providing:

- A. An email notice of the pending amendment was sent to all Members of the Council at least two (2) weeks and not more than four (4) weeks prior to the meeting and
- B. A quorum of the Elected Council is present at the meeting.

## **ARTICLE X**

### **Resolving Disputes**

All submitted disputes shall be directed to the 4-H Professional.

## **ARTICLE XI**

### **Parliamentary Authority**

The rules contained in Roberts Rules of Order newly revised shall govern the organization in all cases to which they are applicable and are not inconsistent with the Articles of Incorporation, Bylaws, or special rules of order. Refer to EM4875, Parliamentary Procedure Made Easier, for simple Parliamentary Procedure.

## **ARTICLE XII**

### **Meetings**

All 4-H meetings fall under the **Open Public Meetings Act, which requires, in essence, that meetings of the governing body of a "public agency" are open to the public. RCW 42.30.030**

- A. An annual meeting of the General Membership shall be held in September for the purpose of election of Council Members and Officers.
- B. Monthly meetings of the Council shall be held as established by the Executive Committee.
- C. The regularly scheduled meetings of the Council shall be to conduct the business of the Council as outlined under Article II of the Constitution. More specifically, the meetings shall be to:
  - 1. Approve, reject, amend or refer back to the committee for further study reports from Special or Standing Committees.

2. Introduce new ideas with requests for the President to appoint committees to make further studies and report back their recommendations to the Council.
3. Evaluate reports of completed activities, projects or programs and make suggestions for improvement.
4. Provide Council members information concerning the area, district and state Extension programs helpful to them in their efforts to address identified needs.
5. Approve and disburse money in support of programs supported by the Council.

D. Special Meetings of the Council may be called by the President, the Executive Committee, or upon request of any five (5) Council Members.

E. Email notice shall be sent to all Members of the Council at least one week in advance of all meetings. Notice shall include the Agenda, date, time and place of the meeting. The Agenda as well as Meeting Minutes of all Council meetings are available on the Kitsap County 4-H Website.

F. Any enrolled volunteers and Junior Leaders (at least 13 years of age by January 1<sup>st</sup> of that 4-H year), shall be able to vote at the Council Meeting if they have attended at least four (4) Council Meetings within the previous twelve (12) months. Each Council Member shall be entitled to one (1) vote.

## CONSTITUTION OF THE KITSAP COUNTY 4-H COUNCIL

The Constitution of the Kitsap County 4-H Council are hereby adopted on January 14, 2015 in Silverdale, Washington

\_\_\_\_\_/s/\_\_\_\_\_ 01/14/2015\_\_\_\_\_  
 President of the 4-H Council Date

\_\_\_\_\_/s/\_\_\_\_\_ 01/14/2015\_\_\_\_\_  
 Secretary of the 4-H Council Date

Reviewed by:

\_\_\_\_\_/s/\_\_\_\_\_ 01/14/2015\_\_\_\_\_  
 Extension 4-H Professional Date

\*signed Bylaws on file

**BYLAWS  
OF THE  
KITSAP COUNTY 4-H COUNCIL**

Date Adopted: October 13, 2005

Date Revised: January 21, 2015

**ARTICLE I  
Standing Committees**

**Executive Committee**

A. The current Officers of the Council and the Immediate Past President (for one year after exiting the Presidency) shall make up the Executive Committee.

B. The functions of the Executive Committee shall be to:

1. Perform the essential Council activities that must be acted upon between meetings of the membership.
2. Formulate and recommend programs and activities to the members of the Council in consultation with Extension staff, for their consideration approval.
3. Identify and help formulate other committees necessary to further the purposes and functions of the Council.
4. Serve as liaison with other groups and the County Extension programs.

C. The Executive Committee, in consultation with Extension Professionals, will formulate the agenda and have it sent to ALL ELECTED AND GENERAL COUNCIL MEMBERS prior to all regular and special meetings.

D. A majority of the Executive Committee Members must be present to constitute a quorum for the transacting of business.

**Finance and Budget Committee**

A. The finance and budget committee will oversee the financial condition of the Council and determine a yearly budget accordingly. Specific functions to include:

\*Report the financial condition and financial results of the operations of the Council.

\*Prepare a balance sheet and regular statement of financial activities.

\*Initiate an annual audit.

\*Determine the need of fundraising activities and provide leadership if necessary.

B. The Council treasurer will serve as chair of the finance and budget committee.

**Expansion and Review Committee**

A. An Expansion and Review Committee shall be designated if the 4-H Council does not meet the minimum membership requirements as described in Article V Section 1 of the Council Constitution.

B. The purpose of the Expansion and Review committee is to assure equal access by all youth and adults to all 4-H youth programs conducted by Cooperative Extension in accordance with the Civil Rights Act of 1974 Title VI.

C. The Expansion and Review committee will comply with the membership requirements as stated Article V Section 1 of the Council Constitution.

D. Specific functions are to:



1. Collect accurate data regarding the race of the county or area populations and the participation in 4-H programs. Determine which geographic areas include minorities.
  2. Develop a plan to involve as many youth and adults as possible in the county 4-H program. Utilize all reasonable efforts in geographic areas which include population or more than one race, giving every opportunity possible to youth and adults of all ages, sexes, races, income, and physical abilities.
  3. Develop a method for staying abreast of changes in the interests and needs of youth in the county.
  4. Keep all members of the Council aware of the changes that need to be made in the 4-H program as shown by the results of the above functions; to assist in carrying out the actions necessary to facilitate these changes.
- E. The Expansion & Review committee will also provide public relations support such as:
1. Inform the public about 4-H through various media.
  2. Develop community support for the 4-H program.
  3. Get more people involved and increase membership in 4-H.
  4. Assist all other committees in the Council with their public relations
  5. Assume responsibility for activities that promote the overall 4-H program needs. (i.e. National 4-H Week).

#### **Program Committee**

All standing, and special committee chairs will serve on the program committee. The council Vice-President will serve as chair of the program committee. The function of the program committee is to ensure the effectiveness of all council committees and to facilitate communicate between committees and 4-H council. Each committee will regularly submit a committee report to the Vice President prior to each regularly scheduled council meeting and the Vice President will lead committee reports during regular Council meetings. Committee reports will be included in the minutes.

#### **Youth Protection/Risk Management Committee**

The Youth Protection and Risk Management committee will work closely with the 4-H Youth development professional to ensure that the appropriate procedures and processes are in place to handle grievances and ethical concerns for any items related to risk management in the county 4-H program.

#### **Appointed Committees**

Committees deemed necessary by the Council shall be appointed by the President. The members of all standing committees shall serve for a period of one year, such period to be concurrent with the fiscal year of the Council. Ad Hoc Committee Members shall serve in accordance with the charge to that Committee. **All committees function under the direct leadership of the Executive Committee of the 4-H Council.**

#### **Awards**

#### **Public Presentations**

#### **Record Books**

#### **Super Saturday**

#### **Rabbit and Cavy**

#### **Dog**

**Equine**

**Shooting Sports**

**Projects Committees**

Archery

Dogs

Foods and Nutrition (Cooking)

Plant Sciences (Gardening)

Horse/Equine

Large Animals (Goats, Sheep Cows, Swine Llama)

Mechanical Sciences

Small Animals (Rabbits, Cavies, Poultry, Cats)

Still Life (Needlework, Adventures in Family Living, Clothing, Photography, Expressive Arts)

Other committees may be assigned/created as deemed necessary. See Special Rules and Policies for details regarding each committee.

**BYLAWS OF THE KITSAP COUNTY 4-H COUNCIL**

The Bylaws of the Kitsap County 4-H Council are hereby adopted on January 14, 2015 in Silverdale, Washington

\*/s/ \_\_\_\_\_ 01/14/2015 \_\_\_\_\_  
President of the 4-H Council Date

\*/s/ \_\_\_\_\_ 01/14/2015 \_\_\_\_\_  
Secretary of the 4-H Council Date

Reviewed by:

\*/s/ \_\_\_\_\_ 01/14/2015 \_\_\_\_\_  
Extension 4-H Professional Date

# KITSAP COUNTY 4-H COUNCIL

## Committee Special Rules and Policies

*These Special Rules and Policies are a binding part of the Kitsap County 4-H Council's Constitution and Bylaws.*

These special rules and policies shall be reviewed by an appointed Bylaws Committee annually to insure all the information is up to date and correct. Amendments may be made at the recommendation of the Committee to the Executive Board and presented to the voting Council Members at any regular meeting after at least two (2) weeks' notice has been given to all Council Members.

### Outreach & Public Relations Committee

- A. Inform the public about 4-H through various media sources.
- B. Develop community support for the 4-H program.
- C. Get more people involved and increase membership in 4-H.
- D. Assist all other committees in the Council with their public relations needs.
- E. Assume responsibility for activities that promote the overall 4-H program.

### Awards Committee

- A. Oversee the annual awards presentation to youth, volunteers, adult, and community organizations.
- B. Organize the annual awards ceremony, including planning, decorations, auctions (Live and/or Silent, ordering award pins and certificates, and seeking sponsors for the event.

### Fair Committee

- A. Keep all 4-H members, volunteers, and leaders updated and informed about the Kitsap County Fair.
- B. All Superintendents will serve as members of this committee.
- C. A Council Member shall be appointed to attend the Fair Board meetings and report back to the Council.
- D. Perspective Superintendents will submit an application for the position in which they are interested. Applications will be approved by a select review board. Applicants will be reviewed annually.

### Livestock Committee

- A. Promote and enhance 4-H market animal projects. This committee will work with the 4-H program staff to create opportunities for market animal project leaders and members in areas such as marketing and entrepreneurship, animal quality assurance, livestock judging, carcass evaluation, etc.
- B. Open to volunteers in all market animal areas and shall consist of a minimum of five (5) people.
- C. Meet a minimum of once per quarter.

D. Work in cooperation with the Kitsap County Junior Livestock Auction Committee, remembering that the Kitsap County Junior Livestock Auction Committee is a standalone committee of the Kitsap County Fair Board and falls under their supervision.

### **TWIN LAKES 4-H CAMP**

The Twin Lakes 4-H Camp is owned and operated by the Kitsap County 4-H Council, Inc. located at 6430 Tahuya Blacksmith Road, Belfair, Washington, Mason County. The Council has selected two (2) committees to oversee the day to day operations. The property shall be maintained as per land grant agreement with Pope & Talbot, Inc. to benefit the 4-H youth of Kitsap County and other nonprofit organizations renting and using the camp facilities. The camp shall be self-sufficient.

#### **1. Camp Management Committee**

A. Appointed by the Council through an application and interview process. This is a one year appointment and may be extended for up to three (3) years after a yearly evaluation of the management team.

B. Operate under WSU-Washington State 4-H Resident Camp Standards, November 30, 2013.

C. Camp Treasurer shall be a member of the Council Finance Committee. A yearly budget shall be submitted to the Council for approval and submitted at the January Council meeting.

D. Shall consist of the following positions: Director, Assistant Director, Secretary and Treasurer.

E. Ensure the property is maintained free of debris, hazards and harmful substances. Maintain all structures and out buildings on the site.

F. Responsible for fund raising and funding of all camp expenses.

G. Ensure that proper liability insurance is maintained throughout the year and facility inspections are completed annually.

H. Responsible for sustaining the environment, not cutting of wood or destroying native plants. No camp fires during burn bans and all fires shall be contained and supervised.

I. Ensure that life guards, cooks, medical staff, councilors, and instructors are certified to perform the duties required. All food preparers shall have a food handler's certification issue in Kitsap County and the State of Washington. Chapter 246-217 WAC.

#### **2. Camp Program and Activities Committee**

A. Responsible for developing select program activities for 4-H camp that are fun and educational with a focus on life skills and produce a measurable outcome.

B. Develop and promote activities throughout the year and submit programs to 4-H staff for review and approval.

C. Management shall operate under WSU-Washington State 4-H Resident Camp Standards, November 30, 2013.

#### **Other Project Committees**

All Project Committees shall operate under the auspices of the 4-H Council.

### **Special Committees & Task Forces:**

As needed, a specific program or activity committee can form to plan, execute, and evaluate components of the 4-H program in the county. Duties will be specified in committee job descriptions.

### **Appointed Committees**

Committees deemed necessary by the Council shall be appointed by the President. The members of all standing committees shall serve for a period of one year, such period to be concurrent with the fiscal year of the Council. Ad Hoc Committee Members shall serve in accordance with the charge to that Committee. **All committees function under the direct leadership of the Executive Committee of the 4-H Council.**

### **Committees**

Awards

Public Presentations

Record Books

Super Saturday

Rabbit and Cavy

Dog

Equine

Shooting Sports

### **Projects**

Archery

Dogs

Foods and Nutrition (Cooking)

Plant Sciences (Gardening)

Horse/Equine

Large Animals (Goats, Sheep Cows, Swine Llama)

Mechanical Sciences

Small Animals (Rabbits, Cavies, Poultry, Cats)

Still Life (Needlework, Adventures in Family Living, Clothing, Photography, Expressive Arts)

Other committees may be assigned/created as deemed necessary. See Special Rules and Policies for details regarding each committee.

## SPECIAL RULES AND POLICIES OF THE KITSAP COUNTY 4-H COUNCIL

The Special Rules and Policies of the Kitsap County 4-H Council are hereby adopted on \_January 14,  
2015\_\_\_\_\_ in Silverdale, Washington

\_\_\_\_\_/s/\_\_\_\_\_/01/14/2015\_\_\_\_\_  
President of the 4-H Council Date

\_\_\_\_\_/s/\_\_\_\_\_/01/14/2015\_\_\_\_\_  
Secretary of the 4-H Council Date

Reviewed by:

\_\_\_\_\_/s/\_\_\_\_\_/01/14/2015\_\_\_\_\_  
Extension 4-H Professional Date