

CHELAN COUNTY 4-H LEADERS' COUNCIL BYLAWS

ARTICLE I - NAME

The name of this organization shall be the Chelan County 4-H Leaders' Council.

ARTICLE II - PURPOSE

To promote a substantial and lasting 4-H program in Chelan County without conflict to state policies, acting as advisors to the designated 4-H agent and 4-H Program Assistant.

ARTICLE III - MEMBERSHIP

SECTION 1

All enrolled 4-H leaders (Club, Project, Activity, Service, and Resource) and teens enrolled in the leadership project shall be members of this Council. From these leaders, there will be elected an Executive Board.

SECTION 2

The Executive Board shall be composed of the President, Vice President, Secretary, and Treasurer.

SECTION 3

The previous year's Executive Board President shall be an ex-officio member of the current Executive Board.

ARTICLE IV - OFFICERS

SECTION 1

The following officers will be elected : President, Vice-President, Secretary, and Treasurer.

ARTICLE V - DUTIES OF OFFICERS

SECTION 1

The President shall preside at all meetings of the Chelan County 4-H Leaders' Council and shall perform all other duties usually pertaining to the office of the President.

SECTION 2

The Vice-President shall perform the duties of the President in the absence or inability of that officer to act, and shall assist the President when called upon. In case the President's chair becomes vacant, the Vice-President shall become President and serve in that capacity for the remainder of the year. The Vice-President will be responsible for seeing that Council committees are completing their charges.

SECTION 3

The Secretary shall keep a record of the proceedings of all Council meetings. Copies of the minutes of any Council meeting shall be mailed to all leaders and teen leaders and read at the next Council meeting.

SECTION 4

The Treasurer shall receive all monies relative to 4-H work at the county level, keep an accurate record and pay only those bills authorized in a budget or authorized at business meetings and recorded in the minutes.

SECTION 5

Should any office other than the President become vacant, the President will appoint someone to fill the vacancy.

ARTICLE VI - MEETINGS

SECTION 1

Regular meetings of the Chelan County Leaders' Council will be held in October, January, March, May and July. Council Officers will be elected at the October Meeting..

SECTION 2

The Council, by its vote, may change the time and place of the meeting without amending the bylaws.

SECTION 3

Special meetings of the Council may be called by three members of the Executive Board. Due notice shall be given to all leaders and the 4-H agent. At any special Council meeting, no business shall be transacted unless specified in the call.

SECTION 4

Suggested Order of Business for regular Council meetings:

- a. Call to order - establish a Quorum
- b. Reading and adoption of minutes of previous meetings.
- c. Financial report of Treasurer
- d. Communications
- e. Presentation of bills
- f. Report of committees
- g. Unfinished business
- h. New business
- i. Announcements
- j. Adjourn

SECTION 5

A quorum of the Council shall consist of one officer and five enrolled leaders/teen leaders.

SECTION 6

All enrolled leaders and teen leaders shall have the right to vote at Council meetings. All guests in attendance may participate in the discussions, but have no vote.

ARTICLE VII - STANDING COMMITTEES

SECTION 1

All committees may recommend policies to the Leaders' Council.

SECTION 2

Members and chairmen of the Standing Committees will be enrolled Chelan County 4-H Leaders, parents, or teen leaders as deemed needed. The term of office shall be one year.

SECTION 3

All Committee members will be voluntarily selected, then approved by the Council.

SECTION 4

Chairmen, or their designee, will make reports and recommendations for approval by the Council.

SECTION 5

A written annual report by the chairmen of each committee shall be submitted to the Council Secretary by the Annual meeting.

SECTION 6

Standing Committees:

- a. Recognition and Incentive: Recommend policy on contests, develop county awards program and plan training session for all leaders on contest judging and awards.
- b. Program Promotion: Make plans to increase leader and member tenure; find ways to inform youth, parents, sponsors, and whole communities about 4-H work, and recommend one key leader in each community to help with local promotion.
- c. Demonstrations: Promote, organize and conduct county demonstration program and determine the policy for selecting demonstration winners and State 4-H participants.
- d. Fair: Study recommendations for county fair; solicit leaders as superintendents, clerks, ring stewards, etc. for Fair; plan for clean-up days and beautification of fairgrounds; plan for and help conduct training meeting for leaders on fair activities
- e. Expansion and Review: Made up of both 4-H and non-4-H related persons. This committee will be representative of the county population. The Committee will report to Leaders' Council and Extension staff concerning needs of youth, and will establish guidelines to assure 4-H participation on a non-discriminatory basis.
- f. Record Books: Oversee the training of 4-H leaders, teen leaders and parents in 4-H record book keeping. Supervise the Record Book judging for county awards.

ARTICLE VIII - SPECIAL COMMITTEES

SECTION 1

Members and chairman shall be approved by County Council and the 4-H agent or Program Assistant. At the conclusion of the special assignment that committee shall be dissolved.

SECTION 2

An auditing committee composed of the Treasurer and two other persons appointed at the end of each 4-H year will audit the Treasurer's books.

ARTICLE IX - PARLIAMENTARY AUTHORITY

SECTION 1

Any proposed amendment to the Bylaws shall be submitted to the leaders two weeks before any regular meeting.

SECTION 2

Bylaws may be amended by a two-thirds vote of the members present at any regular meeting.

SECTION 3

Standing rules may be adopted by a majority of the leaders at any regular meeting. They may be amended by the same measure.

SECTION 4

Robert's Rules or Order, revised, or consensus shall govern this Council in all cases to which they are applicable, and in which they are not inconsistent with these Bylaws.

STANDING RULES OF THE CHELAN COUNTY 4-H LEADERS' COUNCIL BOARD

1. No name should be proposed for nomination of any office on the Executive Board unless permission has been granted by that person.
2. The Council may pay the fee for chaperons needed to take a Chelan County delegation to State sponsored events and conferences.
3. The Council shall pay yearly dues to the State 4-H Leaders' Advisory Council.