

Constitution and By-Laws

of

THE SUBLETTE COUNTY 4-H COUNCIL

Revised and Adopted - October 27, 1986

CONSTITUTION

ARTICLE I

Name:

The name of this organization shall be Sublette County 4-H Council.

ARTICLE II

Objectives:

The objectives of the Sublette County 4-H Council shall be:

Section 1. To further strengthen, develop, coordinate and extend youth in 4-H through the Cooperative Extension Service of the State of Wyoming.

Section 2. To unify and strengthen the 4-H Club Program in Sublette County and promote 4-H ideals and principles.

Section 3. Provide leadership and continuity from year to year.

Section 4. Help generate interest and public support in 4-H.

Section 5. Determine policies and regulations governing 4-H programs in the county, in so far as they supplement and augment state and national policies.

Section 6. Provide additional guidance and leadership for county 4-H program events and activities during the year.

Section 7. Plan the over-all program for the county.

Section 8. Join with other 4-H County Councils in maintaining a strong and purposeful State 4-H Leaders' Council.

ARTICLE III

Membership:

Section 1. The membership shall consist of adult leaders and junior leaders from each 4-H club participating in the Sublette County 4-H Program.

Section 2. All members shall have the power to vote.

Section 3. Ex-officio membership: The Sublette County University Extension Agents shall be members of the Sublette County 4-H Council in an advisory or counseling capacity.

ARTICLE IV

Officers:

Section 1. The elective officers of the Sublette County 4-H Council shall be president, vice president, and secretary-treasurer elected by ballot.

Section 2. Eligibility: The officers of Sublette County 4-H Council shall be active adult leaders at the time of their election.

Section 3. Term of office: The officers shall serve a term of two years. The president and vice president shall be elected on even years; secretary- treasurer on odd years.

Section 4. Nominating committee: There shall be a nominating committee appointed by the president. One from each community which shall recommend candidates for each office, at the October meeting.

Section 5. Officers shall be elected at the October meeting and assume their duties immediately following.

Section 6. No more than two officers may hold office from any one community at the same time.

Section 7. A majority of all votes cast is necessary to elect an officer.

Section 8. Vacancies: The president, with the consent of the Executive Committee, shall fill any vacancy until the next regular election.

ARTICLE V

Executive Committee:

Section 1. The executive committee shall be composed of the elective officers of the Sublette

County 4-H Council. The University Extension Agents shall be ex-officio members in an advisory capacity.

Section 2. The Executive Committee shall be authorized to act for the Sublette County 4-H Council between meetings. They shall keep an accurate record of all proceedings to be reported at the next council meeting.

Section 3. The Executive Committee shall recommend to State Council and the District Nominating Committee the names of 4-H leaders eligible and deemed worthy of consideration as state and district officers.

Section 4. The Executive Committee shall meet at any time deemed necessary.

Section 5. The out-going president shall serve for one year in an advisory capacity on the Executive Committee of the Sublette County 4-H Council.

ARTICLE VI

Meetings:

Section 1. The annual meeting shall be held in the month of October. Other meetings shall be planned as considered necessary to carry on the council business for the rest of the year.

Section 2. Special Meeting may be called by the president with the approval of the Executive Committee, provided the object of the meeting is stated in the call. Notice of meeting shall be mailed to each member at least 5 days prior to the meeting.

Amendments:

Section 1. It shall require a majority vote of the membership present at any regular or special meeting to amend this constitution. Amendments must be read at this meeting before it is acted upon. Notices of such amendments and meeting must be sent to all Sublette County council members prior to the meeting.

Section 2. The council may adopt any by-laws for the regulation of the County Council or the members that may conform with the constitution.

ARTICLE VII

Non-Profit Status:

Section 1. The Sublette County 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 the individual members.

ARTICLE VIII

Dissolution:

Section 1. The officers of the Sublette County 4-H Council are directed, in case of dissolution of the organization, to assign all assets to the Wyoming 4-H Foundation.

BY-LAWS

ARTICLE I

Rules of Order:

Section 1. Roberts Rules of Order shall be the official guide for all meetings.

ARTICLE II

Duties of Officers:

Section 1. The President shall:

1. Preside at all meetings of the Sublette County 4-H Council Executive Committee.
2. Appoint, subject to the approval of the Executive Committee, such standing and special committees as may be necessary.
3. Call special meetings when necessary with approval of Executive Committee.
4. See that all committees function properly.
5. Perform such other duties as usually pertain to the office of president.

Section 2. The Vice President shall:

1. Preside at all meetings of the Council and Executive Committee in the absence of the president.
2. Serve as chairman of the program committee.
3. Assume the title and duties of the President in case of vacancy, until the next regular election.

Section 3. The Secretary-Treasurer shall:

1. Keep minutes of all meetings of the Sublette County 4-H Council and Executive Committee and arrange with County Extension Office to send mimeographed reports of all meetings to all leaders in the County.
2. Read minutes of past meeting.
3. Handle official correspondence.
4. Read all communications to council members.
5. Keep record of council members and their attendance.
6. Be custodian of all official papers.
7. Send out official calls for annual and special meetings.
8. Collect all monies and keep an accurate record of all receipts and disbursements.
9. Disburse money as authorized by the council.
10. Serve as chairman of the budgeting committee.
11. Present reports at regular or special meetings.
12. Prepare annual financial report to be checked by auditing committee.
13. All treasurer's records shall be audited before new treasurer takes over.

ARTICLE III

Program of Work:

Section 1. A program of work shall be set up for the year to show the activities in which the council will participate.

Section 2. It will be presented for approval by the Program Committee at the October meeting.

Section 3. Vice President shall act as chairman of the program committee.

ARTICLE IV

Council Operation:

Section 1. Operating expenses for the Sublette County Council shall be raised by such projects as the council deems necessary, such as fair lunch, etc.

Section 2. State Council dues shall be paid by the Sublette County 4-H Council as requested by State Council.

ARTICLE V

Section 1. This constitution and by-laws, together with amendments, shall govern the council throughout its life.

Section 2. It shall be kept by the secretary with a copy in the County Extension Office.

ARTICLE VI

Section 1. These By-Laws may be amended by a majority vote of members present at a regular or special meeting.

ARTICLE VIII

Compliance With Title VI of Civil Rights Act:

Section 1. The membership of the 4-H Council and the 4-H Clubs in Sublette County are open to all persons without regard to race, color, ethnic background, and economic circumstances and none of the 4-H Clubs shall operate on a segregated basis.