

# GREEN LAKE COUNTY 4-H HORSE COUNCIL CONSTITUTION AND BYLAWS

## **Article I: Name**

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- A. The name of the organization shall be the Green Lake County 4-H Horse Council. From this point on, it shall be referred to as the "Council".

## **Article II: Purpose**

- A. ♦The purpose of this program is to help achieve our stated goal by directing the members toward their personal goals, especially relating to their horse projects.
- B: ♦Members will be able to enrich their lives, improve their skills, and increase their level of safety through many diverse educational programs.
- C: ♦Youth will have opportunities to strengthen their knowledge and leadership skills by sharing information and fun times with newer members.
- D. ♦To ensure compliance with Green lake County Fair requirements.

## **Article III: Nonprofit Status**

- A. This is a nonprofit organization. Any funds received by the project for carrying out it's purpose shall not accrue to the benefit of individuals, but to the benefit of the 4-H Youth.

## **Article IV: Membership**

- A. Membership is open to all Green Lake County 4-H members, FFA members and their families currently enrolled in the Horse or Horseless Horse Projects.
- B. Membership is open to all Green Lake County Cloverbuds and their families. However, Cloverbuds are not permitted to handle animals.
- C. Membership in 4-H and this council is open to all persons regardless of age, race, color, creed or religion, national origin, ancestry, gender, sexual orientation, martial or parental status, pregnancy, veterans' status, arrest or non-job program, related conviction record, qualified disability or social economic level. This Council must comply with federal and state nondiscrimination laws, including Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and the American Disabilities Act.
- D. Youth Members and Cloverbud members can participate in Year End Awards by participating as follows:

1. Attend 2 monthly Council meetings.
  2. Attend 3 educational clinics offered by the Council.
  3. Participate in a Fund-raiser.
  4. Get a Donation of \$10.00 or more for the Green Lake County Fair Horse Show.
- E. Release of Liability form must be completed by each member and returned to the President by February meeting of project year to be eligible to participate at any Horse & Pony Project related activity. Release of Liability form must be signed by a parent or legal guardian.

**Article V: Green Lake County 4-H Horse Council**

- A. The powers, property and affairs of the Green Lake County 4-H Horse Council shall be conducted by the Horse Council Board of Directors. From this point on, it shall be referred to as the "Board".

**Article VI: Horse Council Board:**

- A. The Horse Council Board of Directors shall consist of the following elected officers:
- Adult positions:*
- President (3 year term)
  - Vice President (2 year term)
  - Secretary (2 year term)
  - Treasurer (2 year term)
  - 1 – Adult Representative at Large (1 year term)
- Youth positions:*
- 3 - Youth Representatives at Large (1 year terms each)
  - 2 - Reporters (2 year term)
- B. Officers may be re-elected to succeed themselves upon completing their term.
- C. The Board is empowered to make decisions as designated by the Council.
- D. Officers shall be elected at the Annual Meeting and will begin their duties at the conclusion of the meeting.
- E. Whenever any officer vacancies occur, the unexpired term of office will be filled without delay by majority vote of the council.
- F. Duties of Elected Officials:
1. President: Oversee all meetings for the project and the leaders in the project to include committees.
  2. Vice President: Assist the president as necessary in all duties. Serve in the absence of the President at any general or board of directors meetings.

3. Secretary: Record minutes at membership and board of directors meetings. Submit all correspondence for the project. Submit the report to the Extension office.
4. Treasurer: Collect and disburse funds as needed. Maintain Records regarding accounts. Oversee committee to develop the annual budget.
5. Reporter's Duties (2 Youth): Acquire information on functions, events, awards and recognitions to promote the project to local newspapers and magazines.
6. Adult Representative: Contribute at all board and general meetings. Attend monthly 4-H Leader's Association Meeting.

### **Article VII: Meetings**

- A. There will be an annual meeting of the Council in September. The following business shall be conducted at this meeting.
  1. Election of Officers
  2. Financial Report
  3. Presentation of Year End Awards
  4. Review of operations for the previous year
  5. Goals for upcoming year
  6. Quorum for this annual meeting shall consist of at least 2 officers and the members present in order to conduct official business.
  7. All members of the Council are eligible to vote at the annual meeting.
- B. Regular Meetings of the Council
  1. The Council shall meet at least 6 times per year, usually on the 3<sup>rd</sup> Wednesday of the month.
  2. A quorum shall consist of at least 2 officers and the members present in order to conduct official business.

### **Article VIII: Committees**

- A. The Council shall determine which committees are needed throughout the year, and suggest their purpose, responsibilities, and membership.
- B. Committees
  1. Public Relations
  2. Green Lake County Fair
  3. Educational Clinics
  4. Fundraising/Finance
  5. Any Other Committee
- C. Any 4-H adult or youth member and interested community members may volunteer to be part of any committee.

- D: All committees will provide periodic reports to the Council as needed and should be available to answer questions.

**Article IX: Financial**

- A. An annual budget will be developed
- B. Upon dissolution of the Green Lake County Horse Council, remaining assets shall be conveyed to a 4-H Youth Development program or 4-H Youth Foundation as selected by affirmative vote of the majority of members entitled to vote.

**Article X: Amendments**

- A. The By Laws may be amended at any meeting of the Council where a quorum is present by at least two officers and the members present by a two-thirds majority. Proposed amendments must have been presented at a previous meeting and through written notification to members by mail before the vote.

*Adopted: January 26, 2005*