

# WISCONSIN 4-H LEADERSHIP COUNCIL

## BY-LAWS

RESOLVE, Wisconsin 4-H Leadership Council hereby adopts the following restated Bylaws which shall supersede the present Constitution and Bylaws for the Wisconsin 4-H Adult Leader Council and Wisconsin 4-H Youth Leader Council and all amendment thereto.

### *Article I – Name*

The name of the group shall be Wisconsin 4-H Leadership Council. From this point on in this document, it shall be referred to as the Council.

### *Article II – Purpose*

The purpose of the Council is to provide a statewide forum for 4-H Youth Development youth and adult volunteer leaders to discuss ideas and provide input to enhance UW-Extension 4-H Youth Development programs at the state, county and local level.

- To be advocates for Wisconsin 4-H
- To provide input into enhancing the Wisconsin 4-H Program
- To model youth and adult partnerships
- To provide education and leadership opportunities for others
- To engage youth and adult volunteers in statewide leadership roles

### *Article III - Membership*

Section 1. The Council shall be comprised of no more than 32 members. The council may be comprised of fewer members annually.

Section 2. Membership of the council shall be comprised of:

- 12 adult members – 3 from each Wisconsin 4-H designated Region
  - The number of vacancies will be determined by the council with the goal of opening half of the seats to election each year.
  - If there are not sufficient applications to fill the positions by region for a given year, the delegates to Fall Forum will have the opportunity to:
    - Fill that seat by electing a member from the region in attendance at Fall Forum.
    - If no applicants are available from the region, fill that seat by electing a member at large for a ONE year term. The following year that region will have the opportunity to fill that seat for the remaining one year of that term. If there are no applicants after the one year of the role being filled by an at-large member, the process would repeat itself.
    - Leave that seat vacant until the following election.

- Adult Council members must be enrolled 4-H Volunteer Leaders who have completed the Youth Protection Process.
- 20 youth members in good standing and in 9<sup>th</sup> through 11<sup>th</sup> grade at time of election
  - 4 from each Wisconsin 4-H designated Region
  - Additional Council youth may be added in Regions where the representation of one delegate per 2,000 enrolled 4-H members would provide for additional membership.
  - In order to have 20 youth on the council, any additional youth positions will be filled at large for one or two year terms.
  - If there are not sufficient applications to fill the positions for a given year, the delegates to Fall Forum will have the opportunity to:
    - Fill that seat by electing a member at large from applicants not selected in their own region.
    - Fill that seat by electing a member from the region in attendance at Fall Forum.
    - Leave that seat vacant until the following election.

Section 3. Membership is open to all persons regardless of age, race, color, creed or religion, national origin, ancestry, gender, sexual orientation, marital or parental status, pregnancy, veterans' status, arrest or non-job program related conviction record, qualified disability or social economic level. All 4-H Youth Development programs 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.

Section 4. An adult member of the Council is allowed to serve no more than two consecutive two-year terms, except for the following situation:

- A current member of the council is finishing up the term of a previous member, constituting a partial term. She/he is therefore followed to run for a two consecutive terms following the end of her/his partial term.

An adult member may be elected to the Council for more than two consecutive terms once a minimum of a year has passed without being a member.

A youth member is only allowed to serve one complete term on the council except for the following situations:

- A current member of the council is finishing up the term of a previous member, constituting a partial term. He/She is therefore allowed to run for a complete term following the end of his/her partial term.
- A current member whose term is about to expire and is still within the age regulations set forth by the council, may run again only if there are no applicants from that member's district to fill vacancies.

Section 5. All youth and adults must complete the Wisconsin 4-H Leader Council Application by 5 weeks before Fall Forum of the year they wish to apply for a council position. If there are not enough applicants, the Council may take applications at Fall Forum.

- Section 6. A committee comprised of current Wisconsin 4-H Leadership Council Executive Board members and Wisconsin State 4-H staff will review all applications to determine eligibility.
- Section 7. Council elections will occur annually at the Fall Forum with each county casting one vote for each open seat for representative(s) in their regions or at large. The county/nation will select a delegate each year to represent their county/nation. When a county/nation has a delegate serving a term on the Council, the county/nation will also select the same county delegate until their Council term expires.

## ***Article IV - Election of Officers***

- Section 1. At the election of officers, youth and adults who previously served on the council shall be eligible to vote.
- Section 2. Elections shall take place during a business meeting at Fall Forum prior to election of new members.
- Section 3. To be elected, a candidate must receive a majority of the ballots cast.
- Section 4. If no candidate receives a majority of the ballots, the one receiving the least number of votes is dropped and the voting is continued.
- Section 5. Officers shall be installed at the Fall Forum Business Meeting.
- Section 6. The following officer positions shall be elected annually from members who have completed at least one year on the council.
- Co-Presidents – 1 adult, 1 youth
  - Co-Vice-Presidents – 1 adult, 1 youth
  - Secretary – either youth or adult
  - State Fair Representative – 1 adult, 1 youth
  - 4-H Foundation – 1 adult, 1 youth

## ***Article V - Duties of Officers***

- Section 1. Co-Presidents: The presidents shall preside at all meetings and appoint committees as necessary.
- Section 2. Co-Vice Presidents: The duties of the vice president shall be to preside over meetings in the absence of the president and serve on or as a liaison to committees.
- Section 3. Secretary: The duties of the secretary shall be to keep permanent and complete records of the meetings, shall send a copy of the minutes of meetings to the State 4-H Youth Development Program appointed staff member within 10 business days of a meeting, keep a register of all members, preside over meetings in the absence of the co-presidents and co-vice presidents, make reports of the Council meetings to the State 4-H Office and keep the secretary's book complete and up-to-date, and ensure agendas and minutes are posted on the Council website.

Section 4. Wisconsin 4-H Foundation Representative: Serves as liaison, attending Foundation meetings and events.

Section 5. Wisconsin State Fair Youth Expo Representative: Represents 4-H as liaison to Wisconsin State Fair Youth Exhibits and other related events.

## ***Article VI - Amendments***

Section 1. This constitution and its by-laws may be amended at any regular meeting by two-thirds majority vote of the members present, providing that the amendment has been submitted and read at the previous meeting.

## ***Article VII - Committees***

Section 1. The Co-Presidents may appoint committees throughout the year.

Section 2. Each committee shall appoint a chair and secretary. The duty of the committee secretary shall be to report the activities of the committee to the Council via the Vice Presidents and to the State 4-H Office.

Section 3. The Executive Board will consist of the Presidents, Vice Presidents and Secretary."

## ***Article VIII - Parliamentary Authority***

Section 1. All questions of parliamentary procedure shall be governed by Robert's Rules of Order, when these rules do not conflict with this constitution or its by-laws.

## ***Article IX – Council Meetings and Participation***

Section 1 The Council meets face to face at the annual Fall Forum meeting. Council members are expected to additionally participate in a winter and spring meeting, face to face or electronically, as deemed necessary to carry out the purpose and goals of the Council.

Section 2 When a special meeting is required, members will be notified electronically on the Council website and/or list serve a minimum of 7 days prior a meeting. The notice shall explain the purpose of the meeting, when, where and how it will be held.

Section 3 A simple majority of the membership present shall constitute a quorum for the transaction of business.

Section 4 Members are expected to contribute to statewide events, including but not limited to Wisconsin 4-H & Youth Conference, the Governor's Blue Ribbon Meat Products Auction at the Wisconsin State Fair, Fall Forum, and Wisconsin 4-H Foundation Fundraisers.

Section 5 If a member is absent and not excused for two consecutive meetings, the co-presidents will contact the member to see if a replacement is needed.

Section 6      A member may be removed with just cause by a majority vote of the officers.

### ***Article X – Dissolution***

In case of dissolution of the Council, all assets are to be assigned to the Volunteer Development Endowment Fund at the Wisconsin 4-H Foundation.

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