

**CONSTITUTION
OF
4-H LEADERS ASSOCIATION OF LAFAYETTE COUNTY**

Article I (The Name)

The name of this organization shall be - The Lafayette County 4-H Leaders Association.

Article II (The Purpose)

It shall be the purpose and aim of this organization to (1) stimulate interest in the 4-H Program among the eligible boys and girls in the county, (2) help plan and administer the yearly program of county 4-H activities, (3) provide a common grounds for exchange of ideas between local leaders, (4) encourage a closer unity between all local clubs in the county, (5) set policies and provide financial support for 4-H activities, trips and programs, (6) promote a better understanding of 4-H in Lafayette County, and (7) develop an educational program for local leaders through leader training meetings. This Association is to serve as an advisory body to the County Extension Personnel with regard to the County 4-H Program.

Article III (Membership)

All adult leaders (organizational, key, activity, and project leaders) serving the current year are members in this Association and shall have voting powers. Membership is open to anyone regardless of race, creed, color, sex, economic circumstances, ethnic or national origin.

Article IV (Officers)

Section 1

The Association Officers shall include a President, President-Elect, Secretary, and Treasurer. There shall also be four Directors, and two or three Youth Representatives.

Section 2

The President-Elect shall be elected to serve a term of two years. The President-Elect becomes the President in the second year of the term.

Section 3

The Secretary, Treasurer and Directors shall be elected for a two year term, with but two new Directors in a given year.

Section 4

Two or three Youth Representatives will be selected at Trip/Award Interviews to serve a one year term.

Article V (Committees)

Section 1

Executive Committee: The Association Officers plus the four Directors and the Youth Representatives shall comprise the Executive Committee. The Executive Committee shall meet with the University Extension Agents at such times as the President and University Extension Agents shall deem necessary. The Executive Committee shall (1) appoint committees, (2) prepare the yearly budget, (3) interview and select 4-H members for trips and awards, (4) serve as the review committee and determine any disciplinary action, (5) insure nondiscrimination in the 4-H Program because of race, creed, color, sex, economic circumstances, ethnic or national origin, and (6) propose the yearly County 4-H Program and the programs for the regular meetings of the Association.

Section 2

Standing Committees

- I. Project Areas:
 - A. Horses
 - B. Clothing
 - C. Foods
 - D. Music, Drama, Speaking and Demonstrations

Duties For All Project Areas:

Give leadership to and establish dates for activities and events, review literature and record sheets and recommend revisions for activities and fair entries.

II. Others:

A. Fair Advisory Committee

Duties

All 4-H project areas, except those listed in the Standing Committees above, are addressed through the Fair Advisory Committee. Animals are the focus of one sub-committee and floral hall exhibits are the focus of a second sub-committee. A third sub-committee addresses the grandstand, commercial exhibits and special fair programs. The overall and sub-committees meet several times each year.

B. Food Stand

Duties

Establish menu, review prices, review bids and determine orders, hire food stand workers, recommend changes/improvements to the Leaders Association.

C. Pizza Sale

Duties

Select product, determine price, provide leadership to the sale and distribution, determine prizes, recommend changes/improvements to the Leaders Association.

D. Leaders Banquet

Duties

Select potential sites and menus, suggest program ideas, determine theme and arrange for decorations, greet guests, recommend changes/improvements to the Leaders Association.

E. Awards And Recognition

Duties

Establish policy for awards and recognition, review awards and recognition programs and recommend changes/improvements to the Leaders Association, give leadership to awards and recognition programs.

F. 4-H Friendship Fund

Duties

Be responsible for mailing a request for financial support to cooperating businesses and families, acknowledge contributions, publicize contributors and consider the recommendations of the Leaders Association in spending or investing the money collected.

G. State Fair Committee

Duties

Review deadlines and state fair entry procedures, select dairy animals, complete entries and recommend changes/improvements to the Leaders Association.

Article VI (Meetings)

The time and place of meeting shall be determined by the Executive Committee and Extension Personnel. There shall be at least one annual meeting each year. The annual meeting will be held in October.

Article VII (Amendments)

The constitution may be amended at any meeting by a two-thirds majority of the members present.

THE BYLAWS

Article I (Duties Of The Officers)

Section 1

President - Shall preside at all meetings of the Association. Shall act as chair of the Executive Committee. The President and University Extension Agents shall decide 4-H problems which in their judgement would not require an executive board meeting.

Section 2

Vice-President - Shall preside in the absence of the President and take care of all the duties of the President during his or her absence.

Section 3

Secretary - Shall keep minutes of all meetings of the Association. Shall work with the Extension Office in getting out correspondence and communications necessary.

Section 4

Treasurer - Shall collect and care for all money and dues of the Association. Shall pay bills as are ordered by the Executive Board.

Article II (Election Of Officers)

Section 1

Method Of Nomination - Officers shall be nominated by the Executive Committee.

Section 2

Additional nominations may also be made from the floor of the meeting when the officers are elected, with exception of President.

Section 3

Vacancies In Office - The Executive Committee will have the power to fill any vacancy that may occur for any unexpired term of an officer or director.

Section 4

Election Of Officers - Election of officers will be held at the November meeting. New officers and directors will take office as of December.

Article III (Quorum)

Those present and authorized to do business shall constitute a quorum provided that at least four Executive Board Members are present.

Article IV (Meetings)

Section 1

The following order of business is suggested:

- | | | | |
|----|--------------------|----|---------------------|
| a. | Call to order | e. | Unfinished business |
| b. | Reading of minutes | f. | New business |
| c. | Treasurer's report | g. | Announcements |
| d. | Committee reports | h. | Adjournment |

Section 2

Robert's Rules Of Order shall govern all meetings of the Lafayette County 4-H Leaders Association.

Section 3

Pertinent action of the Lafayette County 4-H Leaders Association and of County 4-H Committees shall be reported in the 4-H Family Digest.

Article V (Finances)

All disbursements shall be made by check following the presentation of an itemized statement.