Constitution and By-laws of

Menominee County 4-H Youth Council

Michigan State University Extension (MSUE) is an equal opportunity provider and employer.

*Article I: Name*

The name of this organization shall be the Menominee County 4-H Youth Council.

*Article II: Purpose*

The purpose of the Advisory Council shall be to assist in planning, helping, advising and promoting the 4-H Youth program in Menominee County, Michigan by:

1. Supporting the 4-H Program in helping youth develop positive self-esteem, effective communication and decision-making skills and become responsible adults who will work toward a peaceful global future.
2. Provide an organization to aid the Extension Staff in determining the needs of the 4-H Program of the County.
3. Act as a representative body in 4-H Program relationships with other organizations and individuals.

It will be the goal of this organization to ensure the following Guiding Principles.

1. Youth develop positive relationships with adults and peers.
2. Youth are physically and emotionally safe.
3. Youth are actively engaged in their own development.
4. Youth are considered participants rather than recipients in the learning process.
5. Youth develop skills that help them succeed.
6. Youth recognize, understand and appreciate multiculturalism.
7. Youth grow and contribute as active citizens through service and leadership.

*Article III: Membership*

The Menominee County 4-H Youth Council programs and materials are open to all without regard to race, color, national origin, gender, gender identity, religion, age, height, weight, disability, political beliefs, sexual orientation, marital status, family status or veteran status. All efforts will be made to have a diverse representation of council members.

*Section 1: Regular Membership*

1. Members should be familiar and supportive of the 4-H philosophy and purpose.
2. All adult mentors are required to successfully complete the volunteer selection process.
3. Youth members must be currently enrolled as a Menominee County 4-H youth member and must be 12 years old when attending their first meeting. Invitation will be sent out to all eligible members prior to the September meeting.
4. MSUE 4-H Staff in Menominee County, Michigan will be ex-officio members of the Youth Council. They shall also be ex-officio members of all committees of the Youth Council and Executive Board.
5. No term limits for youth representatives on the Youth Council.
6. Serve on standing or ad hoc committees when appointed or asked to participate.
7. Attend meeting of the Youth Council and participate actively in the discussions and recommendation for the 4-H Program. Attend and actively participate in activities, special events and fund raisers.
8. Take the necessary leadership to make sure that the 4-H Program is conducted according to the highest standards including: club meetings, project work and other educational experiences in local, county, area and state programs.
9. Promote good public relations for the 4-H Youth Program at every opportunity.
10. Consult the MSUE staff concerning local programs and activities.
11. Be alert to ways of improving the 4-H Youth Program for youth, parents and leaders.

*Section 2: Officers*

1. The executive committee of the Youth Council shall consist of: President, Vice President, Secretary and three Representatives.
2. All officers shall be elected by unanimous vote or ballot at the May Youth Council meeting. Ballots will be counted by the 4-H Program Coordinator, then destroyed. The term of officers shall be for the period of one (1) year starting at the September meeting. There are no limits on the number of years a youth may hold an office.
3. If a vacancy occurs in the executive committee, a special election shall be held to elect an officer to fill the unexpired term of the vacant office.
4. Any voting member must have attended a minimum of 50% of the meetings and participate in one community service/promotional event in order to vote or run in any election.
5. All executive committee members shall deliver to their successors all official material within fifteen (15) day following the expiration of their term in office.

*Article IV: Meetings*

1. 4-H Youth Council shall hold at least six (6) meetings a year and more if necessary.
2. Meetings shall be held according to Robert’s Rules of Order, current edition.
3. Meeting shall be held every month except June, July, August, and December.
4. The quorum shall be the voting delegates present at any convened meeting.

*Article V: Duties of Officers*

 The President shall-

1. Preside at all meetings of the Youth Council and the executive committee.
2. Coordinates the work of the officers and committees, in order that the objectives may be promoted.
3. Mandatory attendance of monthly Leader Council meetings.

The Vice President shall:

1. In the absence of the President, the Vice President shall have the same power and duties of the President.
2. Mandatory attendance of monthly Leader Council meetings.

The Secretary shall:

1. Keep a correct record of the proceedings of the Youth Council.
2. Minutes will be turned into the 4-H Coordinator prior to the next meeting.
3. In the absence of both the President and Vice President, the secretary will have the power to act.
4. Mandatory attendance of monthly Leader Council meetings.

The Representatives shall:

1. Attend all executive board meetings
2. Recommended attendance of monthly Leader Council meetings.
3. One Representative per five (5) youth council members with a limit of three (3) a year.

*Article VI: Finance*

1. The Menominee County 4-H Fiscal year runs from June 1st to May 31st.
2. When receiving funds from any activity, a receipt must be written.
3. All funds will be deposited into the Leader Council account, under a subaccount called Youth Council. A treasurer will not be needed until this is changed and the Youth Council will take over their own finances.

*Article VII: Restrictions*

1. In the event of dissolution of the Youth Council, all funds and assets will be turned over to the Menominee County MSU Extension for support of 4-H Youth programs and activities in Menominee County.
2. Any decision passed by Menominee County 4-H Youth Council that is in conflict with the policies or practices of MSU Extension may be vetoed by the 4-H Staff.

*Article VIII: Amendments*

 The Constitution and Bylaws may be amended at any regular or special meeting of the Council by a majority vote of all Council members provided proposed changes were read at the previous meeting or members had received written notice of such changes.

Adapted:

September 12, 2019 at 6:25 p.m. by the Executive Board. Members present included: Rebecca Havelka, President; Luke Paidl, Vice President; Jada Johnson, Secretary; Laci Paidl, Bridget Paidl, and Emma Tebo, Representatives. Motion was made by Jada and seconded by Emma. Motion passed.

Approved by the whole council on October 14, 2019 at 7:11pm