

## Lake Beulah 4H Club BY-LAWS

1. Meetings are held the second Monday of every month, at the East Troy Middle School. The meeting location is either the auditorium or the cafeteria, depending upon availability. Meeting time is 7:00pm (unless otherwise noted per special event such as banquet, picnic, etc...), and will last about 1 hour. Parents are encouraged to attend the meetings with their children. Members must be picked up immediately following the meeting. Leaders are not responsible for children waiting to be picked up.
2. Membership in the Lake Beulah 4H is open to all qualifying youth regardless of race, color, creed, religion, national origin, disability, ancestry, sex, sexual orientation, pregnancy, marital or parental status. Qualifying you are those who are in third grade through the next 4H year following their high school graduation.
3. Cloverbuds will be offered to all Kindergarten, first and second graders. Cloverbuds are not competitive and do not enroll in specific 4H projects and are not eligible to participate in most county 4H events and activities. Members participate in developmentally appropriate programs primarily at club level.
4. Meeting Attendance: Each member will be required to attend 50% (6) of the club meeting per year. The 4H calendar year is November through October. If a member is unable to attend, they may send a representative on their behalf (such as a parent or sibling), though every attempt should be made to attend the meeting themselves. The only exception will be those members out of town attending school. Those members will be required to attend three meetings per year.
5. Members must carry at least one project. That project must be exhibited at the Walworth County Fair.
6. Members are responsible for completing the 4H Record Book (according to the County Awards Policy Guidelines, along with necessary forms), and submitting it to the general leader.
7. Annual Dues are due at the December meeting, with online enrollment by December 1<sup>st</sup> for continuing members. The deadline for online enrollment of new members will be March 1<sup>st</sup>, with dues to be paid at the March meeting.
8. The clubs fiscal year will run from July 1 through June 30. Two adults will audit the bank account at the end of each fiscal year, along with the County Audit that is done each year.
9. Each member is expected to participate in at least one fundraiser. Fundraisers are used to help pay for members that participate in camp, recreational trips or other educational programs. Participation can be done by selling and/or setting up for the determined fundraiser.

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10. All club members are required to participate in at least one community service project. Several opportunities are offered per year.
11. Parental involvement is encouraged. 4H is a family affair. We ask for your support. Become active with your youth and attend meetings and other community service events. Your ideas, help and suggestions are welcome, and we may all upon you to assist with special activities. Help your kids by supporting them.
12. The following requirements must be met to officially recognized as a 4H club in Walworth County, Wisconsin:
  - Club must have a name
  - Five or more youth
  - Adult leadership that has been approved through the Youth Protection Program
  - Educational Plan which meets the purposes of the 4H program
  - Youth involvement in leadership and decision-making
  - Meet on a continuing basis
  - Submit financial record and audit report to the Walworth County UW-Extension office once each year.
13. The officers of the club shall be a president, vice-president, secretary, treasurer, reporter, historian, sunshine (2) and sergeant of arms (2-3).
  - Members nominate themselves or other members.
  - The officers shall be elected by a ballot at a regular meeting designated for the purpose.
  - All members are eligible to vote.
  - If an officer cannot fulfill the term, a vote of the membership will be held at the next monthly meeting.

The president shall preside at all club meetings. In absence of the president, the vice-president shall preside. The secretary will keep a record of all proceedings of the club. The treasurer shall receive and take care of all money belonging to the club and shall pay it out upon order of the president and the general leader (s), and keep an accurate record of all money received and paid. The reporter will serve as public relations between all our members and the community. Historian will keep a record of our club through the year, with pictures, news, and awards or other, similar to a scrapbook. Sunshine wishes well to our members for birthdays and other events in their life. Sergeant of Arms will keep order during the club meetings and whatever other duties assigned by the leader (s).

14. Dissolution of the Club: If the Lake Beulah 4H decides to dissolve at any time, their assets must be turned over to the County Senior Leaders Association and the county 4H Youth Development Program Educator; to be used as they see fit to further benefit continued Youth Development.