

By-Laws and Constitution

Article I - Name

The name of this club shall be Troy Center 4-H Club.

Article II - Purpose

The purpose of this club is to build friendships and a connection between our community and selves. We will also follow the 4-H motto of learning by doing.

Article III - Membership

Section 1. The following requirements must be met to be officially recognized as a 4-H club in Walworth County, Wisconsin.

- Club Name
- Five or more youth
- Adult leadership that has been approved through the Youth Protection Program
- Educational Plan which meets the purposes of the 4-H program.
- Youth involvement in leadership and decision-making
- Meet on a continuing basis

Submit financial record and audit report to Walworth County UW-Extension Office once each year.

Section 2. Open to any youth within grade parameter -- regardless of that person's race, creed, religion, sex, national origin, disability, ancestry, sexual orientation, pregnancy, marital or parental status.

Section 3. A club member must be in grades three to thirteen. Dues for members are \$12 and should be paid with enrollment. Cloverbuds are youth in Kindergarten through second grade. Cloverbuds are not competitive. Cloverbud members only enroll in the cloverbud project, and are limited as to county activities that they can participate

Section 4. To be considered an active club member you will be required to attend 8 meetings, two of which may be excused absences, (An excused absence means contacting a general leader and confirming that you will be absent from the meeting) participate in four Troy Center 4-H fundraiser and/or community services each year and help in maintaining the upkeep of the cemetery at least once a year. Also, members are required to enroll in one or more projects. Cloverbuds may only enroll in the Cloverbud project. Projects are required to be shown at the Walworth County Fair or the Troy Center 4-H Club Fair. Project leaders are expected to have at least one meeting per year. If there is no leader for a project, it will be up to the parents to guide the youth. Our leaders take time to plan and give meetings, so please call them if you are unable to attend. Cloverbuds may show up to two of the projects, they completed at the club meetings, at the Walworth County Fair.

Section 5. Members are expected to participate in a four community service and fundraisers to go on our WI Dells award trip as a paid member. They are also required to attend six monthly meetings.

Section 6. All club members must at all times adhere and present themselves in accordance with the 4-H County Behavior Contract. On a club level-no member is allowed to leave the meeting without adult supervision

Section 7. All members, except cloverbuds, are required to complete a record book. Deadline for all books is the September meeting. Record books must meet this deadline to be eligible for Record book recognition and earning their achievement pins. This record book must include your Permanent Participation Report and MPE-A form. Without your record book your

name will be sent to the county extension office as a non-achieving member. Non-achieving members are ineligible to re-enroll in any Walworth County 4-H club for one year

Section 8. Enrollment forms will not be handed out until your record book has been turned in. Enrollment forms are due to the General Leader by the November meeting. New members may enroll anytime during the year. To show at the Walworth County fair enrollment forms must be handed in by March 1.

Article IV - Officers

The officers of this club shall be a president, vice-president, secretary, treasurer, historian, two reporters, an attendance secretary, sunshine, and two flag pledge leaders and two cloverbud leaders. To be eligible to become an officer of the club, a member must attend eight meetings, be an active member and have completed one calendar year in the club, except for the office of flag pledge leader.

Article V - Voting

All club decisions will be based on a 2/3 majority vote of the total members present at any regular meeting. The club will review the By-Laws/Constitution at the beginning of each 4-H year.

Article VI - Club Leadership

The club shall be under the direction and guidance of local club leaders. Open to all adults regardless of that person's race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, and marital or parental status. All adult volunteers are required to participate in the WI 4-H Youth Protection Program. There shall be such assistant leaders, project leaders and youth leaders as are needed to properly advise and assist in carrying on the various projects and in conducting the club program.

Article VII - Dissolution Clause

Upon dissolution of the club, any assets remaining shall be conveyed to the Walworth County Extension program to use as they see fit.

Article VIII - Election of Officers

Section 1. The officers will be nominated by selecting the names of the eligible members by writing the names of the officers they want in the office they feel will be best on a nomination slip of paper.

Section 2. A phone call will be made to each nominee asking if they will accept the nomination. Once a nomination has been declined it is final and the member may not run for office.

Section 3. The officers will be elected by ballot at the October regular meeting.

Section 4. All active members are eligible to vote. Adult leaders and Parents are not eligible to vote.

Section 5. Ties for election of office are to be broken with more voting in the same manor but between the two or three nominations that were tied. If after six times of voting they nominations will play rock, paper and scissors, best two out of three, for the winner of the office.

Article IV - Duties of Officers

The president shall preside at all club meetings. In the absence of the president, the vice-president shall preside. The secretary shall 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 shall keep an accurate record of all money received and paid. The historian will keep records of the club's activities and events in a scrapbook. The club reporters will serve as public relations officers and shall prepare news reports of the club's meeting and activities and send them to the local papers as occasion demands. The attendance secretary will keep a record of everyone who attends the meetings. The sunshine officer will help to make everyone feel welcome at the meetings and sing "Happy Birthday" at the monthly meetings of those birthdays coming up. The flag pledge leaders will lead the pledges at the beginning of the monthly meetings by saying "I pledge. . ." Cloverbud leaders shall provide activities for the Cloverbud members.

Article X – Regular meetings

The regular meetings of this club will be held at Troy Center Methodist Church (basement) on the first Thursday of the month.

Article XI – Club Year

The 4-H year is continuous and extends from one annual achievement day to the next. The first month of the year is October.

Article XII – Club Reporting

Annually, the Troy Center 4-H Club will submit the Financial Audit Report and 4-H Club Calendar to the UW-Extension Office.

Article XIII – Walworth County Fair

Walworth County Fair entry forms are distributed at the June meetings. Entry forms and fees are due at the July meeting. Entry tags will not be handed out before fees are paid. Fair tags and passes are handed out at the August meeting.