

Minidoka County 4-H Leaders' Association Bylaws

Revised March 10, 1997

ARTICLE I - NAME

The organization shall be known as the Minidoka County 4-H Leaders' Association.

ARTICLE II - MISSION STATEMENT & OBJECTIVES

The mission of Idaho 4-H is to help youth acquire knowledge, life skills, and attitudes that enhance their lives. To accomplish this, the Minidoka County 4-H Leaders' Association, hereinafter called the Association, will:

- a) Promote and strengthen opportunities for educational and personal growth of volunteers.
- b) Enlist the support of local organizations in supporting the 4-H program.
- c) Sponsor special county and multi-county activities.

ARTICLE III - MEMBERSHIP

Section 1. All Minidoka County 4-H Organizational and Project Leaders are members of the Association and each have one vote.

Section 2. The Minidoka County 4-H Teen Association may select one (1) representative to attend the Association's meetings as a voting member.

ARTICLE IV - MEETINGS

Section 1. Business meetings and/or activities shall be scheduled monthly by the Executive Committee. Regular business meetings are scheduled for the second Monday of each month.

Section 2. Special meetings may be called by the President of the Association or requested by one (1) Executive Officer. At least 7 days notice prior to the time of the special meeting shall be given (personal contact, written, or by telephone) to one adult leader from each club. The business transacted at any special meeting shall be limited to that included in the call.

Section 3. Quorum shall consist of those members present with at least three clubs represented.

ARTICLE V - OFFICERS & APPOINTED POSITIONS

Section 1. Officers

The elected officers of the Association are: President, President-elect, Secretary, and Treasurer.

Section 2. Terms

- A. Term of office for the President, President-elect, Secretary and Treasurer shall be one year or until their successors are designated.
- B. Elected officers may be re-nominated and run for one (1) succeeding term.
- C. Vacancies during the year in elected offices will be filled through the nomination and election process. Election and installation will take place during a regular meeting and in a manner deemed appropriate by the Executive Committee.

Section 3. Duties

- A. The President shall preside at all the meetings of the Association, appoint committees as needed, and shall perform duties pertaining to this office.
- B. The President-elect shall conduct business as delegated by the President and will preside at meetings in the absence of the President. The President-elect shall advance to the office of President the following year.
- C. The Secretary shall keep a record of all meetings, make a report of such meetings to the membership and Extension Office and handle any correspondence necessary.
- D. The Treasurer shall keep an accounting of all monies of the Association. The books will be "outside" audited annually in accordance with the Minidoka County 4-H Leaders' Association fiscal year.

Section 4. Representatives

- A. There will be at least two adult leaders elected annually to represent the Association to the Fairboard. At least one of these representatives shall be in attendance at each monthly Fairboard meeting.
- B. There will be at least one adult leader to represent the Association at the District III Leaders' Association meetings.
- C. There will be one adult leader to represent the Association at the Minidoka County Livestock Sale Committee (to serve as designated by sale committee bylaws).

Section 5. Election

- A. The Nominating Committee will have at least one nominee for each office. These are to be announced at the November meeting or activity.
- B. In the regular January meeting, additional names may be nominated from the floor and added to the existing slate. Voting will be held during the January meeting.
- C. Installation will be held during the February meeting or activity.

ARTICLE VI - COMMITTEES

- Section 1.** The Executive Committee will consist of President, President-elect, Secretary, Treasurer, and Extension Educators as advisors and non-voting members.
- Section 2.** Regular committees of the Association are: Leader’s Appreciation Social, Fair Booth Organization, Demonstrations, Style Revue, Food Booth, Awards, Nominating.
- Section 3.** Regular committees shall consist of at least three members. Teens may serve in one of the positions if approved by the membership, the rest of the committee members, and the executive committee and shall be supervised by committee members. An adult committee member shall report committee progress to the membership at regular meetings as requested by the President.
- Section 4.** Special committees may be assigned by the President as needed or requested by the membership. Special committees shall consist of at least three members.
- Section 5.** Committees may be appointed as needed by the President or Executive Committee.
- Section 6.** Every committee will have a “Responsibility of Committee” sheet to be reviewed by outgoing committee members each year. These sheets will be given out to each committee member by the Executive Committee each year.

ARTICLE VII - PARLIAMENTARY AUTHORITY

- Section 1.** Robert’s Rules of Order shall be the parliamentary authority on all matters not covered by the Articles of Association and Bylaws of this Association.

ARTICLE VIII - AMENDMENTS

Proposed amendments to the Bylaws must first be submitted to the Executive Committee for review. The Bylaws may be amended by a vote of two thirds (2/3) of the membership present at any regular meeting, after written notice to membership.

DATE ADOPTED _____

Signature of Association President

Date _____

Signature of Association Secretary

Date _____

Signature of Minidoka County Extension Educator

Date _____