

Clare County 4-H Livestock Council Bylaws

Article I. Name

The name of this organization shall be known as the Clare County 4-H Livestock Council.

Article II. Purpose

The purpose of this organization shall be:

- A. To serve as an advisory group to the Clare County 4-H Council and Clare County 4-H Youth Staff.
- B. To assume the lead role in planning, organizing, conducting, and evaluating livestock (beef, sheep, swine, and dairy) educational experiences and opportunities for youth enrolled in the Clare County 4-H Youth Program.

Article III. Membership

The membership shall consist of:

- A. 4-H Cloverbud members (ages 5 – 8) and 4-H members (ages 9 – 19) by December 31 of the current calendar year enrolled in 4-H introductory projects or livestock (beef, sheep, swine, and/or dairy) projects.
- B. Parents/Guardians of 4-H members.
- C. 4-H livestock leaders enrolled in the Clare County 4-H Youth Program.

Article IV. Voting Membership

The voting membership shall consist of:

- A. 4-H teen members, 13 – 19 years of age by December 31 of the current calendar year, enrolled in 4-H livestock (beef, sheep, swine, and/or dairy) projects.
- B. Parents/Guardians of 4-H members.
- C. 4-H livestock leaders enrolled in the Clare County 4-H Youth Program.

Article V. Executive Committee

- A. The Executive Committee of the Council shall consist of the following four (4) officers: President, Vice-President, Secretary, and Treasurer.
- B. The officers shall be elected for the term of one year.

C. Election of officers shall be held at the July meeting of the Council. New officers shall assume their responsibilities September 1 with terms expiring on August 31. 4-H teen members may be elected to the office of Vice-President or Secretary and shall be assigned an adult adviser for the term of office, unless the 4-H teen member is over 18 years of age.

D. The President shall have the following responsibilities:

1. Conducts meetings.
2. Co-signs checks.
3. Calls special meetings as needed.
4. Appoints committees.
5. Represents the Clare County 4-H Livestock Council on the Clare County 4-H Council.

E. The Vice-President shall have the following responsibilities:

1. Conducts meetings in the absence of the President.
2. Co-signs checks.
3. Calls special meetings as needed.
4. Represents the Clare County 4-H Livestock Council on the Clare County 4-H Council.

F. The Secretary shall have the following responsibilities:

1. Keeps minutes of meetings.
2. Handles correspondence.
3. Arranges meetings.
4. Calls special meetings in the absence of the President or Vice-President.
5. Co-signs checks.
6. Represents the Clare County 4-H Livestock Council on the Clare County 4-H Council.

G. The Treasurer shall have the following responsibilities:

1. Pays bills.
2. Co-signs checks.
3. Prepares the Treasurer's Report for each regular meeting of the Council.

4. Balances and keeps financial records in order. Clare County 4-H Livestock Council funds shall not be expended except as budgeted or authorized by the Clare County 4-H Livestock Council. The Annual Financial Report is to be submitted to the Clare County MSU Extension office.
5. Represents the Clare County 4-H Livestock Council on the Clare County 4-H Council.

Article VI. Meetings

- A. Time and place of meetings to be determined by the President or Clare County 4-H Livestock Council.
- B. Quorum
 1. A quorum shall consist of five (5) voting members and two (2) Council Officers.
 2. A quorum is required to conduct an official meeting of the Council.
 3. Meetings to be conducted following general parliamentary procedures (Roberts Rules of Order).
 4. Decisions will be made by a majority vote of the Council members present.

Article VII. Budget

- A. The Clare County 4-H Livestock Council shall have an annual budget.
- B. The outgoing and incoming officers will develop a proposed budget to be presented at the October meeting for approval by the membership.
- C. The fiscal year for the Clare County 4-H Livestock Council shall be October 1 – September 30.

Article VIII. Amendments

- A. These bylaws may be amended by a 2/3rds vote at any regular or special meeting provided written notice is given to the membership at least 15 days prior to the meeting.

Article IX. Dissolution Statement

- A. In the event of the dissolution of the Clare County 4-H Livestock Council, any funds remaining after all debts are paid shall become the property of the Clare County 4-H Council.