

# **Eaton County 4-H Advisory Council**

## **Constitution**

### **Article I Name and Purpose**

- Section 1        The Name of this organization shall be the Eaton County 4-H Advisory Council.
- Section 2        The purpose of this organization shall be to work with the Eaton County MSU Extension Staff promoting and assisting in the planning of the County 4-H Program, providing and encouraging educational opportunities

### **Article II Membership**

- Section 1        All Eaton County 4-H clubs are members of the Eaton County 4-H Advisory Council.
- Section 2        Each club shall have a maximum of two votes, one per each delegate (one adult and one youth), for elections and fair themes. During regular motions, all registered 4-H volunteers and 4-H members who attend can vote.

### **Article III Officers**

- Section 1        Officers of this organization shall be President, Vice-President, Secretary, Treasurer, and Treasurer Elect. One adult and one youth shall be elected in October for each office, except the adult Treasurer will be the Treasurer Elect from the prior year and there is no youth Treasurer Elect's position. All officers will take office in November to serve for a one year term and share responsibility equally for that office. This group of officers shall constitute the Executive Board.
- Section 2        If any officer misses 2 meetings without an appropriate excuse, the position will be declared vacant by the Executive Board.
- Section 3        If an office becomes vacant, the vacancy will be filled by an election at the next regular meeting of this organization.
- Section 4        Each officer serves on a voluntary basis and is not personally liable to the council or its members for monetary damages for a breach of the officer's fiduciary duty.
- Section 5        The Executive Board shall not consist of more than half of officer positions from one single club (no more than 2 adult and 2 youth officer positions).
- Section 6        Executive Board position nominees must be present at the October election meeting to be nominated and run.

#### **Article IV Standing Committees**

- Section 1        The standing committees shall be Volunteer Celebration, Awards/Scholarship, Audit, Promotion/Community Service, Food Shack, and Fundraising.
- Section 2        The President shall appoint a three person audit committee to audit the books at the end of the year to correspond with the officers' terms. The audit committee will consist of 4-H volunteers and will not include relations to the Treasurer nor cosigners on the account.
- Section 3        Each committee will have one adult and one youth chair and co-chair.

#### **Article V Meetings**

- Section 1        Regular meetings shall be the first Monday of January, March, May, August, October, and November. All meetings begin at 7:00pm at the Eaton County Office Building. The Executive board shall be allowed to approve expenditures of up to \$250.00 that become necessary between meetings. These expenditures shall be presented at the next meeting.
- Section 2        Special meetings may be held whenever deemed necessary on call of the Executive Board.
- Section 3        A quorum will be those present at any regular monthly meeting or special meetings called by the Executive Board by written notice to delegates.

#### **Article VI Amendments**

- Section 1        Any proposed amendments to the constitution may be presented at any regular meeting and amended at the next regular meeting by the majority of those present and go into effect immediately.
- Section 2        A copy of this constitution shall be send to all 4-H Leaders and Council members each time it is amended.

Amended: November 5, 2018