

Fayetteville 4-H Club By-Laws

Article I-Name and Location

Section 1. Name of 4-H Club shall be Fayetteville 4-H Club

Section 2. Location of 4-H Club meetings shall be in the Daly Hall, Fayetteville, Ohio unless otherwise announced.

Article II-Membership

Section 1.

-- Membership to the **4-H Club** program begins when a child is at least age 8 and enrolled in 3rd grade as of January 1st of the current year. Ohio 4-H membership ends December 31st of the year in which an individual attains the age of 19.

-- Membership to the **Cloverbuds** program begins when a child is age 5 **and** is enrolled in kindergarten as of January 1st of the current year.

-- Membership begins when an eligible individual is enrolled in a club or group that is under the direction of a trained adult and within the scope of Ohio State University Extension (please see the Ohio 4-H Family Guide for information).

Article III-Meetings

Section 1. Regular Meetings shall be once per month, unless otherwise announced.

Section 2. Robert's Rules of Order shall govern the meetings.

Section 3. 4-H members must attend **6 meetings** per year to show at the Brown County Fair.

Section 4. 4-H members must attend **6 meetings** to receive a fair pass for the current year.

Section 5. Each member is encouraged to participate regularly in club meetings.

Section 6. Participation in 4-H is a privilege and participants are expected to show respect and cooperation to 4-H leaders and other 4-H members.

Section 7. Each member is asked to sign and abide by the member Code of Conduct and Behavior guidelines established by this club.

Article IV-Officers

Section 1. Election of officers will be at the February meeting, unless otherwise announced. Installment of officers will take place following the election process at the same meeting, unless otherwise announced.

Section 2. Duties of the President: Prepares the agenda and presides at all meetings. Understands and follows basic parliamentary procedure. Appoints committees. Works with advisors to insure that each meeting runs effectively.

Section 3. Duties of Vice President: Presides over the meeting in the absence of the President.

Section 4. Duties of Secretary: Keeps complete and accurate minutes of each business meeting. Writes club correspondence. Records attendance of members and advisors.

Section 5. Duties of Treasurer: Handles club money. Maintains accurate and current financial records.

Section 6. Duties of Health and Safety Officers: Helps members understand health and safety principles.

Section 7. Duties of News Reporter: Writes interesting and accurate reports of the club meetings and special activities. Sends report of meetings and activities to local media.

Section 8. Duties of Recreation Officer: Plans and leads recreation at each meeting. Plans special events and parties. Involves other members in leading recreational activities.

Section 9. Duties of Historian Officer: Maintains a club scrapbook.

Section 10. Duties of Environmental Officer: Inform club members of preserving the environment.

Section 11. Duties of Inspirational Officer: Provide inspiration for the club.

Section 12. Duties of Energy Officer: Provide club members with energy ideas.

Section 13. Duties of Litter Officer: Teach club members litter conservation.

Section 14. Any officer missing **2 unexcused** meetings will be replaced. Officers are expected to call the Head Advisor prior to the meeting date if they are not going to be able to be in attendance. Emergencies will be taken into consideration and no phone call is necessary in an emergency situation.

The appointment of the new officer will be made by the current officers and the advisors.

Article V- Demonstrations

Section 1. Every club member will have the option to do 1 demonstration per year, must be from one of the projects taken the current year.

Article VI--Meeting Agenda

1. Call to Order
2. American and 4-H Pledge
3. Roll Call
4. Minutes of previous meeting and approval
5. Treasurer's Report and approval
6. Officer Reports
7. Old Business
8. New Business
9. Break up into project committees
10. Advisor Reports
11. Recreation
12. Adjournment

Article VII-Amendments

The by-laws may be amended at any regular or special meeting of the 4-H Club by a 2/3 majority vote of those present.

Adoption Date: February 2008