CONSTITUTION OF THE OCEANA COUNTY

4-H YOUTH COUNCIL

(Revised 2011)

PREAMBLE

In order to develop, promote and execute the 4-H Youth Program in Oceana County, the Oceana County 4-H Youth Council herewith state its purposes, aims and objectives.

ARTICLE I - NAME

SECTION 1. The name of this organization shall be, “The Oceana County 4-H Youth Council”.

SECTION 2. The resident agent of this organization will be the Extension 4-H Youth Educator, 4-H Program Supervisor, 4-H Program Coordinator, or the 4-H Program Assistant and the District Coordinator.

ARTICLE II - OBJECTIVES

SECTION 1. To help correlate the County 4-H Youth Program into the total Oceana County Extension.

SECTION 2. To provide guidance, leadership, direction and assistance in developing and conducting a County 4-H Youth Program based on the needs and interests of youth.

SECTION 3. To promote and develop a 4-H Youth Program that would reach all youth of Oceana County without regard to race, color, national origin, gender, gender identity, religion, age, height, weight, disability, political beliefs, sexual orientation, marital status, family status, or veteran status

SECTION 4. To assist the Michigan State University Extension and its 4-H Staff working with the 4-H Youth Program in Oceana County in planning their program of work, carrying out their plans and in keeping with the recommendations of the State 4-H Youth Office in compliance with Affirmative Action requirements.

SECTION 5. To help recruit and orient new 4-H Leaders and to assist and promote leadership development through a program of events, activities and developmental committees in the County.
SECTION 6. To help find financial support for the Oceana County 4-H Youth Programs.

SECTION 7. To give advice to the County Extension Staff and to continuously evaluate all phases of the Oceana County 4-H Youth Program.

SECTION 8. To assume other responsibilities, such as establishing county-wide policies, that are determined cooperatively by the Oceana County 4-H Youth Council and the County Extension Staff.

ARTICLE III - MEMBERSHIP

SECTION 1. Districts: Ideally there should be four districts in Oceana County 4-H Youth Programs. These shall be as follows with 3 adults and 1 teen representing each District.

District 1 - Pentwater, Weare, Crystal, and Colfax
District 2 - Golden, Hart, Elbridge and Leavitt
District 3 - Benona, Shelby, Ferry and Newfield
District 4 - Claybanks, Grant, Otto, Greenfield, Montague and White River

SECTION 2. Adult representatives of the Oceana County 4-H Youth Council shall consist of 12 active 4-H Leaders or parents of currently enrolled 4-H members, and 6 adult members at large. The members at large shall be the following:

1 Folk Festival Representative
1 Fair Board Representative
1 Past President
3 members at large that will be nominated and approved by Council or appointed by 4-H Staff in the event that the percentage proportion of the minority groups according to County census data is not met. These members at large shall be entitled to all 4-H Youth Council privileges.

Teen representatives of the Oceana County 4-H Youth Council shall consist of 2 active 4-H members with 3 members at large. These members at large shall be entitled to full 4-H Youth Council privileges. The members at large shall be the following:

1 Horse Developmental Committee
1 Market Livestock Representative
1 Small Market Animal Association member
2 4-H Ambassadors
SECTION 3. The 4-H Youth Council representatives shall be elected for a two year term. Six adult representatives terms to expire each year and two teen representatives’ terms to expire each year.

SECTION 4. Representatives may serve consecutive terms, but it is recommended that they be re-elected after at least a one year absence from the 4-H Youth Council.

SECTION 5. Members at large shall be appointed annually by the Oceana County 4-H Youth Council and/or the Extension staff responsible for 4-H programming. Members at large shall be entitled to full 4-H Youth Council privileges.

SECTION 6. 4-H Youth Council membership is open to everyone without regard to race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, marital status or family status.

SECTION 7. Election of Council members

A. All Council representatives shall be elected or appointed before September 30.

B. All Council representatives shall be elected by ballot or show of hands.

C. An absentee ballot shall be made available at the MSU Extension Office prior to election.

D. 4-H leaders or parents of currently enrolled 4-H members can vote for anyone they think will work to maintain the philosophy of the Oceana County 4-H Youth Programs.

SECTION 8. Vacancy

A. A representative to the Council who has missed three consecutive meetings shall be invited to resign unless a reasonable excuse has been made to the Council.

B. When a vacancy occurs on the Council, the President in consultation with the 4-H Staff, shall appoint a representative to fill the un-expired term.
SECTION 9. When to take office

A. The term for newly elected Council members shall begin with the October, 30 meeting. New Council members should attend the September meeting for orientation.

ARTICLE IV - OFFICERS OF 4-H YOUTH COUNCIL

SECTION 1. The officers of the Council shall be President, Vice-President, Secretary and Treasurer.

SECTION 2. Members of the 4-H Youth Council shall elect the officers from within the Council at the September meeting.

SECTION 3. Elected officers shall comprise the Executive Board.

SECTION 4. The duties of the officers shall be as the office signifies.

SECTION 5. Term of office shall be one year commencing upon election.

SECTION 6. Officers may succeed themselves.

ARTICLE V—MEETINGS OF THE 4-H YOUTH COUNCIL

SECTION 1. Monthly meetings shall be held each month, except for August and December. The president and/or the 4-H Staff may cancel a meeting if there is too little business to justify a meeting.

SECTION 2. Special meetings may be called by the President.

SECTION 3. Business not requiring Council deliberation may be done by the Executive Board.

SECTION 4. A quorum to conduct business shall consist of not less than one quarter of the total membership of the Oceana County 4-H Youth Council.

ARTICLE VI—STANDING COMMITTEEES OF THE 4-H YOUTH COUNCIL

SECTION 1. Council members will choose the Committee that they would like to work on. If vacancies remain, the President and 4-H Staff will appoint members striving for a carryover of 50% of the Committee membership for continuity.
SECTION 2. Members of Committees may be appointed from the total 4-H Leader/parent population with at least one Council member on each committee except the Developmental Committees.

SECTION 3. Each Committee shall be responsible for the promotion and publicity of its activities.

SECTION 4. Committees have authority to make decisions and act, but Council must approve in advance expenditure of funds, except where the funds are owned by a particular Committee. (i.e., 4-H Horse Developmental, 4-H Small Market Animal Association, and 4-H Large Market Livestock, these committees will provide a yearly financial report to 4-H Youth Council)

SECTION 5. Each Committee is responsible for reporting to the Council.

SECTION 6. Standing Committees are:

A. Finance Committee

1. Council treasurer will be chairman, and there will be three additional members.

2. The function of this Committee will be to propose the budget, and ways and means of raising money.

B. Awards and Incentives Committee

1. The function of this Committee is to assist the 4-H Staff in administering the Awards and Incentives program, and for its continual evaluation.

2. This Committee shall be responsible for conducting the Countywide Awards and Incentives Program.

C. Nominating and Constitution Committee

1. Duties shall be to nominate candidates for Council membership, and to continually study and make recommendations to strengthen the Constitution.

2. Slate to be presented at the July 4-H Youth Council meeting.

3. Slate with ballot to be published in the August 4-H Newsletter with ballots being returned to the MSU Extension office by August 30.

4. Nominating Committee to announce new members at the September 4-H Youth Council meeting.
D. 4-H County-wide Bake Sale

1. This Committee shall consist of members from each district to hold a bake sale.

2. They are responsible for acquiring a location for the bake sale to be held.

3. They shall be responsible for all publicity and information shall be given to the Extension Office for the Newsletter.

E. Plat Books

1. It is this Committee’s responsibility to promote the sales of the Oceana County Plat Books.

2. It is this Committee’s responsibility to coordinate the location for sales of the Plat Book and to check periodically to make sure all locations are supplied with Plat Books.

3. To collect all the money from sales and turn it in to the Extension Office.

4. To help 4-H Staff compile information for the new Plat Book which comes out every other year.

F. Leader Recognition Event

1. Determine location, type, theme, entertainment and food for a special event for our 4-H Leaders.

2. Coordinate with the Extension Office for certificates of appreciation and year pins.

G. 4-H Ag Olympics

1. Determine the type and number of games and prizes for Ag Olympics during the Fair.
H. “Take a Kid Fishing”

1. Coordinate with 4-H Staff and the Pentwater Sports fisherman's Association.
2. Obtain coolers, ice and Ziploc baggies for fish storage.

I. 4-H Ambassadors

1. The committee is responsible for encouraging participation in this event.
2. Create a schedule of activities that the Ambassadors should attend and coordinate with them to make sure at least one of the Ambassadors is available for each activity.
3. Work with Ambassadors to help them to learn as much about the 4-H Youth Program as possible.
4. Meet with potential Ambassadors to explain their responsibilities.
5. Obtain three judges for the interview process.

J. Teen Leaders

1. This committee determines the guidelines to be a teen leader.

K. Community Service

1. Volunteering to develop community service projects where proceeds will be donated to non-profit groups, decided upon through election of the Oceana County 4-H Youth Council.

L. Folk Festival

1. To represent the Oceana County 4-H Youth Council on Folk Festival Planning with the community.
2. To assist the day of the Folk Festival
M. Fair Committee

1. This Committee will consist of Council representation to the Fair Board.

2. Additional members to provide information to the Oceana County 4-H Youth Council on Fair activities.

ARTICLE VII - DISSOLUTION CLAUSE

In the event that this association is dissolved or disbanded, the balance of the treasury, after all outstanding debts have been paid, shall be donated to the Michigan 4-H Foundation of East Lansing, Michigan to be used by other youth serving organizations in Oceana County, Michigan.

ARTICLE VIII - AMENDMENTS

This constitution may be amended by a two-thirds vote of total membership at any regular 4-H Youth Council meeting. Members must be notified in advance of the meeting of proposed changes.