Montcalm County 4-H Livestock Committee
Constitution and By-Laws

Article I: Name and Mission

Section 1. Name: The name of this organization is the Montcalm County 4-H Livestock Committee.

Section 2. Mission/Purpose: The mission of the Montcalm County 4-H Livestock Committee is to, in a spirit of cooperation:

a. Actively promote, support, enhance and advance the interest and involvement of youth, their families and volunteer leaders by providing opportunity for self-development through educational, social and recreational opportunities related to the 4-H Youth Livestock Program conducted in cooperation with and by Michigan State University Extension.

b. Aid in planning and development of the 4-H educational experience to increase the knowledge of its members as it relates to livestock activities.

c. Encourage community involvement and awareness with the 4-H Youth Livestock Program and its participants by providing educational experiences.

d. Ensure that the Montcalm County 4-H Youth Program is compliant with the following: Michigan State University is an affirmative-action, equal-opportunity employer. Michigan State University Extension programs and materials are open to all without regard to race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, marital status, family status, and veteran status.

e. Livestock Committee is responsible for conducting the Livestock Sale and all associated activities (ribbons, pictures, auctioneers, clerking, and all monetary transactions specific to the Sale).

f. Committee is responsible to update livestock record books and any rule changes to the Fair book.

Article II: Meetings:

Section 1. General Membership: General membership meetings are scheduled monthly on the 3rd Monday of the month, 7 p.m., at the Montcalm County Fairgrounds Office, Greenville, MI or a location to be determined. Omitting the months of August and December, unless otherwise announced. Livestock Committee officers, members, leaders and youth are expected to attend monthly meetings. A quorum must be present to conduct official business. A quorum is defined as a simple majority of committee members. Rules of Order: Rules contained in Robert's Rules of Order, as most currently revised, shall govern this organization in all cases to which they are
applicable and in which they are not inconsistent with the By-Laws or special rules of the Committee.

Section 2. Regular Executive Board Meetings: The Livestock Committee Executive Board shall meet a minimum of four (4) times per year. The first meeting of the fiscal year will be to determine the Livestock Committee budget. The date and time for these meetings will be determined jointly by the 4-H Staff and the officers. Notice will be given to the membership and all are welcome to attend.

Section 3. Special Meetings: The Livestock Committee Executive Board may call special meetings as needed. A special meeting may be called by the officers, 4-H Staff, or any three (3) members of the Livestock Committee Executive Board. Special meetings require seven (7) days written/electronic notice sent to all members, with the exception being during Fair week. It is the responsibility of the membership to keep an updated email address on file at the MSU Montcalm Extension office.

Article III: Membership:

Section 1. Membership: All members enrolled in the Montcalm County 4-H Youth Livestock Project are automatically members of the committee and are entitled to a voice at all Livestock Committee meetings.

Section 2. Voting: Each Montcalm County 4-H Club is entitled to two (2) voting representative per club. Elected youth officers may also vote, with the exception of the President, who may only vote in the case of a tie. Club representatives designated to vote may change at each meeting, as long as voting representatives do not exceed the number of votes allotted. Members must be present to vote. A simple majority of the voting club representatives carries the vote. Anyone is welcome to attend any meeting of the Montcalm County 4-H Livestock Committee and voice their opinion. President may vote in the case of a roll call vote. Voting may include an adult and/or a 4-H youth, both of the same club.

Section 3. Executive Board: The Executive Board consists of the four (4) elected adult officers.

Article IV: Officers

Section 1. Elected Positions: All officer positions are open to enrolled 4-H Volunteer - President, Vice President, Secretary and Treasurer. Adults must be certified 4-H volunteers.

Section 2. Nominations: Nominations for officers open in September and close at the meeting when officers are elected.

Section 3. Assumption of Office: The newly elected members of the 4-H Livestock Committee shall take office at the close of the meeting at which they were elected.

Section 4. Terms: Officers are elected each year in the Fall and serve a 1-year term. There is no term limit for elected positions.
Section 5. Removal from Office: Any executive board member who is absent from two (2) consecutive meetings without excuse satisfactory to the board shall be deemed to have surrendered his/her office as a board member. A board member may not send a representative to the meetings in their place.

Section 6. Filling of Vacancies: A vacancy occurring in the Montcalm County 4-H Livestock Committee Executive Board shall be filled when deemed necessary, through appointment, by the remaining members of the board, and that person shall serve until the next regular election.

Article V: Finances:

Section 1. Handling of Funds: All funds must be deposited in an accredited bank account approved by the Montcalm County 4-H Livestock Committee. All bills shall be paid by check only, or if paid in cash/debit, must have a proper written receipt.

Section 2. Expenses: All expenses incurred shall be paid out of the funds of the Committee. No resolution or motion to commit this Committee to any financial obligation shall be considered by the Committee until it has been first considered by the Montcalm County 4-H Livestock Committee.

Section 3. Fiscal Year: The fiscal year shall extend from September 1st through August 31st of each year.

Article VI: Amendments:

Amendments and Resolution: The by-laws may be altered, amended, repealed or added to by an affirmative vote of not less than 51 percent of the members of the Board followed by an affirmative vote of no less than a majority vote of the Committee Membership present at a general membership meeting. These meetings require a two week advanced notification of all the Committee Membership.

Article VII: Adoption:

This Constitution & By-Laws shall become effective immediately upon adoption by a majority of the members clubs. All members agree to comply with the By-Laws of this Committee. No member shall be absolved from the observance of these By-Laws on the plea that s/he has not received a copy of this document. The document can be viewed online at the MSU Montcalm Extension office website at http://msue.anr.msu.edu/county/info/mtncalm.

This constitution and by-laws, as revised and written herewith, are accepted, approved, and adopted by a majority vote of the members present at a meeting held 04/21/2014 and the membership agrees to be governed by the various articles as set-forth.

The approved bylaws will go into effect 30 days after the signed and approved date.

Article VIII: Dissolution:

In the event of the Montcalm County 4-H Livestock Committee disbanding, all funds and property of the association will be turned over to the Montcalm County 4-H Council.

04/22/2014