

**Constitution and Bylaws
Denton County 4-H Council**

Revised: September 2005, October 2008, February & April 2011, April 2012, June 2020, April 2022
Reviewed: 2004, 2005, 2008, 2011, 2012, 2020

ARTICLE I: NAME AND OBJECTIVES

Section 1. NAME:

The name of this organization shall be the Denton County 4-H Council.

Section 2. ORGANIZATION TYPE:

This shall be a not for profit organization for the purpose of promoting and encouraging education through 4-H club work and coordinating 4-H activities in Denton County.

Section 3. OBJECTIVES:

1. To promote and encourage education through 4-H club work.
2. To coordinate 4-H activities in Denton County.
3. To provide learning opportunities for the development of leadership, responsibility and effective citizenship.
4. To provide educational and challenging experiences that will enable young people to become knowledgeable and skilled in their selected project areas.
5. To provide information and training in other 4-H activities as members' interests dictate.
6. To help each member experience personal growth and achievement, as well as be of service to others.

ARTICLE II: MEMBERSHIP

Section 1. MEMBERSHIP:

The Denton County 4-H Council membership shall consist of the elected delegate(s) from each 4-H Club in the county. Each club is allowed to have two elected delegates to the county council. If three (3) consecutive council meetings are missed due to an unexcused absence, the elected member (delegate) is no longer eligible to be a member of the Denton County 4-H Council. Excused absences will be granted by the county agent. New members shall be selected/elected by the 4-H Club.

It shall also consist of the County Council Officers.

Denton County 4-H members who have formerly held or currently hold an office on the District IV 4-H Council and if applicable, the Texas 4-H Council, shall also be members of the Denton County 4-H Council and shall serve as Youth Advisors to the Council and as members of the Executive Committee.

Council officers shall be at least 12 years of age and must have not passed their 19th birthday. Membership shall be for one year, beginning as of August 1st. The Denton County 4-H Council President, 1st Vice President, Secretary and the two (2) District IV 4-H Council Delegates must be at least 14 or in the 9th grade by July 1st of the year they will be serving.

No 4-H Club may have more than two (2) elected officers on the Denton County 4-H Council unless there are no other eligible candidates.

No delegate is eligible to serve more than two (2) consecutive years as council delegate of his/her club, unless elected as an officer of the County Council.

In the event that the regular club delegate is absent, an alternate delegate from the club may have voting privileges. It is the responsibility of the club delegate to provide an alternate in case of his/her absence.

ARTICLE III: OFFICERS AND ELECTIONS

Section 1. OFFICERS:

The officers of the Denton County 4-H Council shall be:

- a) President – presides over the county council and appoint committees
- b) 1st Vice President – assumes the role of President if needed, chair of the program committee to plan and educational program for each meeting
- c) 2nd Vice President – assist the President, chair of the recreation committee to plan an activity for each meeting
- d) Secretary – records and distributes minutes at each meeting
- e) Reporter – creates and submits articles of council activities
- f) Treasurer – chair of the fundraiser committee
- g) Health & Safety officer – provides health/safety information at meetings and events
- h) District IV 4-H Council Delegate(s) – delegates to the district council and eligible members to run for district office
- i) Parliamentarian – assist in maintaining order of the council

The Executive Committee shall consist of these officers. The County Extension Agent shall serve as an advisor to the Executive Committee.

Section 2. ELECTION AND TERM OF OFFICE:

The officers of the County Council shall be elected annually from the current Council members. The term of office for all officers shall be from August 1st through July 31st of the following year. Any candidate must receive at least 51% of the vote to be elected. The outgoing County Council president shall automatically be the County Council parliamentarian unless they are graduating 4-H or do not wish to serve.

If needed, an alternative delegate to the District IV 4-H Council can be elected at a county council meeting.

Section 3. ELIGIBILITY FOR OFFICE:

To be elected for an office on the Denton County 4-H Council a 4-H member must:

1. Be a bona fide member of the Denton County 4-H Council.
2. Be recommended by their 4-H Club Manager.
3. Texas 4-H Council members are eligible to serve as an officer the year following their term on the Texas 4-H Council, if there are no other eligible candidates. They may serve as a voting member of the Denton County 4-H Council, as Youth Advisors to the Council and as members of the Executive Committee will be included in all available activities.
4. Vacancies shall be filled by the Executive Committee or by election.
5. If three (3) consecutive council meetings are missed due to an unexcused absence by an officer, the officer is no longer eligible to hold their office. Excused absences will be granted by the county agent.

Election shall be held by secret ballot at the May meeting. Officers must be present to be elected unless attending a state or national 4-H activity or family emergency. Candidates for County Council Office should complete the Application/Nomination form for Denton County 4-H Council Office and return the form to the 4-H Office at the April meeting. All eligible applicants will be presented as candidates for the office they choose. Nominations will be accepted from the floor if the nominee has submitted a completed Application/Nomination form.

ARTICLE IV: COMMITTEES AND DUTIES

Section 1. COMMITTEES:

Committees may be appointed at any time by the President as the Denton County 4-H Council determines advisable. The officers shall be responsible for planning all County activities and events with the approval of the County Extension Agent.

ARTICLE V: MEETINGS

Section 1. MEETINGS:

The meeting dates shall be set at the beginning of each 4-H year by the County Extension Agent, presidents of the Parent Leaders Association and County Council.

ARTICLE VI: PROCEDURES

Section 1. RULES OF ORDER:

Robert's Rules of Order, Revised shall be the accepted authority in all matters pertaining to parliamentary procedure that are not specifically covered in these constitution and bylaws.

Section 2. ORDER OF BUSINESS:

The order of business for a regular meeting shall be:

1. Call to order
2. Inspiration
3. Pledges
4. Roll call
5. Recreation
6. Recognition of new members and guests
7. Reading and approval of minutes
8. Reports of Officers and Standing Committees
9. Unfinished business
10. New business
11. Announcements
12. Adjournment
13. Program

This order of business may be altered for the convenience of a speaker giving the program.

SECTION 3. VOTING BODY

The voting body shall consist of the membership as defined by Article II: Membership, Section 1. Membership.

ARTICLE VII: FISCAL ACCOUNTABILITY

The 4-H club/group shall adhere to all guidelines related to financial accountability as outlined in the Texas 4-H Youth Development 4-H Club Financial Management Rules and Guidelines.

ARTICLE VIII: CLUB DISBANDMENT

Upon the disbandment of the club, all real property, including money, equipment and land shall become the property of the County 4-H Program for care and disposition and authorizes the Texas A&M Agrilife Extension Service and County Extension Agent(s) full rights to access bank records, bank funds, and all other banking authority. This also applies to all inventory and assets acquired by and or owed by this organization.

The last official duty of the club's manager shall be to affect the transfer of club property and to turn over club records to the County Extension Agent or other Extension designees.

ARTICLE IX: AMENDMENTS

These bylaws may be amended at any regular meeting of the club by a two-thirds vote of the members present, provided that the proposed amendments have been presented to the club in writing and filed with the secretary at the previous meeting of the club. Amendments must not conflict with the basic 4-H philosophy or the Texas 4-H Club/Group Charter Agreement. These amendments are effective upon the affirmative vote of the members present.