CONSTITUTION of the Whatcom County 4-H Council

Article I

Name

The name of this organization shall be the Whatcom County 4-H Council, hereafter referred to as Council.

Article II

Section 1: Purpose
The purpose of the Council shall be to fulfill the mission of the 4-H Youth Development Education Program of Washington State University Extension in cooperation with Extension professionals without regard to race, color, sex, religion, age, national origin, sexual orientation or handicap.

Section 2: Mission
The mission of the 4-H Youth development program is to assist youth and volunteer staff, through informal education, to acquire knowledge, develop life skills and values that enable them to become increasingly self-directing, productive, contributing citizens.

Section 3: Responsibility
The responsibility of the 4-H council is to:
A. Determine and make decisions on 4-H policy, subject to review and approval by Washington State University Extension 4-H professionals.
B. Plan, execute and evaluate a well balanced program for 4-H youth with both short term and long term goals.
C. Promote volunteer leadership development and empower adult and teen volunteers in the 4-h program.
D. Secure and manage the private resources available to the 4-H youth development program by:
   1. preparing an annual budget;
   2. giving direction to acquiring private funds;
   3. approving all expenditures form the Council budget;
E. Serve as a link between the 4-H Youth Development Program and the county 4-H professional, Agricultural societies, schools, community agencies and the public.
F. Provide an opportunity for community members to participate in the 4-H program.
G. Provide a recognition program for volunteers and youth in the 4-H Youth Development program.
H. Develop and maintain a vibrant, active Council membership comprised of adults and teens, that believes the major responsibility of the county 4-H program belongs to the council in cooperation with the Extension professionals.
I. Publicize the objectives and philosophy of the 4-H Youth Development program and serve as an advocate for youth.
Article III

Membership

Section 1: Composition
The membership shall consist of local volunteer leaders, men and women, adults and youth, sponsors and other community leaders. All enrolled members of 4-H and their immediate guardians are considered members of Council. Membership is nondiscriminatory.

Section 2: Role of the 4-H Professionals
The 4-H professionals shall be ex-officio members of the council and the executive committee, without the privilege of voting or holding office. The 4-H professional shall interpret local program needs, University and Extension policies and state-wide programs and schedules and shall have final oversight of all council decision/policies. Additionally, the 4-H professional shall have signature oversight authority on all Council financial and investment accounts.

Article IV

Officers

Section 1: Officers
The current officers of the Council shall be the president, vice-president, secretary, treasurer and executive chair. Adults and teens aged 15-18 may serve as Council Officers. Incoming officers should be familiar with the expectations of their roles or seek clarification before commencing duties.

Section 2: Term of office
The officers shall be elected at a predetermined annual meeting for a term of one year. Officers may be elected, but will not be eligible to serve more than four consecutive years in the same office.

Article V

Executive Committee

The current officers of the Council shall make up the executive committee.

Article VI

Meetings

Six annual meetings of the Council shall be held as established by the executive committee.

Article VII

Committees

Committees deemed necessary by the council shall be appointed by their chairs, chairs are appointed by the Executive Committee and overseen by the Vice President. The members of all standing committees shall serve for a period of one year, such period to be concurrent with the fiscal year of the Council. Ad hoc committee members shall serve in accordance with the charge to that committee.

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Article VIII

Quorum

Five members, two of whom are officers present at any regular or special meeting, will constitute a quorum.

Article IX

Special Decisions

Because Council only meets every other month, and instances arise that require immediate discussion and vote, the Executive Committee may call for a special decision.  
A. The question put to the Executive Committee must first be determined as time sensitive (i.e. needing resolution before the next council meeting)  
B. The Executive Committee should attend to Special Decision promptly, usually via electronic correspondence  
C. A quorum of Executive members must be responding for a decision to be made  
D. Special Decisions should be reported at the following Council Meeting and added to the minutes

Article X

Amendments

Amendments to the constitution may be made at any regular or special meeting by a two thirds majority of the members present, providing:

A. A notice of the pending amendments was sent to all members of the Council at least two weeks and not more than four weeks prior to the meeting and  
B. A quorum of the council is present at the meeting.

Article XI

Parliamentary Authority

Robert’s Rules of Order shall govern the proceedings of the Council, not otherwise specified in the Constitution, and at the discretion of the acting President.
The Constitution of the Whatcom 4-H Council were adopted on ________________ (date)
at __________________________ (location)

Approved:

________________________ __________
Michelle Williams
President of the 4-H Council      Date

________________________ __________
Olivia Piehler
Secretary of the 4-H Council     Date

Reviewed by:

________________________ __________
Michael Wallace
WSU Extension 4-H Agent      Date

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