

**CONSTITUTION
FOR
SAUK COUNTY 4-H SENIOR LEADERS ASSOCIATION**
(Revised – October 2005)

ARTICLE I. NAME & PURPOSE

Section 1. The name of this organization shall be the Sauk County 4-H Senior Leaders Association.

Section 2. The purpose of this Association shall be:

- a. to assist the Sauk County UW Extension Office in planning the year's program of 4-H Club work.
- b. to discuss issues relating to clubs and leaders.
- c. to support the 4-H Youth Development Agent in the development of new and existing programs.
- d. to cooperate with other youth agencies to provide leadership development in youth programming.
- e. to promote the 4-H program and 4-H Clubs in Sauk County.

ARTICLE II. MEMBERSHIP

Section 1. The membership shall consist of adults, assistants, and project leaders. UW Extension will not participate with organizations or in activities which discriminate on the basis of any of the legally prohibited categories of discrimination. Categories of prohibited discrimination include race, color, gender/sex, creed, disability, religion, national origin, ancestry, age, sexual orientation, pregnancy, marital or parental status, arrest or conviction record, or membership in the national guard, state defense force or any other reserve component of the military service.

ARTICLE III. OFFICERS AND REPRESENTATIVES

Section 1. The officers & representatives of the association shall be certified 4-H adult leaders as follows:

- a. President - Shall preside at all meetings of the association. Shall act as chairman of the Executive Board. President and County 4-H Youth Development Agent shall decide club problems which in their judgment would not require an executive board meeting.

- b. President-Elect - Shall preside in the absence of the president and shall become president the second year of office. They shall also take care of all the duties of the president during their absence.
- c. Past President – Shall be an active member of the Senior Leader’s Executive Board.
- d. Secretary - Shall keep minutes of all meetings of the association. Shall work with the Extension Office in getting out correspondence and communications necessary.
- e. Treasurer - Shall care for all money and dues of the association. Shall pay bills as directed by the Executive Board. Shall provide a written and oral report at each Senior Leaders Meeting. The budget will be prepared annually prior to the beginning of term of office.
- f. District Representatives (4) –
- g. Youth Representatives (2) – A minimum of two youth representatives will be elected by the Jr. Leader Council. The youth representatives will serve a two year term. All youth representatives are equal members of the Executive Board and have full voting privileges.
- h. Agriculture & Extension Education Committee Representative – This member is appointed by the Sauk County UW-Extension department head and is granted voting privileges on the Executive Board.

Section 3. Election of Officers & Representatives

- a. Method of Nomination: Officers shall be nominated by a nominating committee appointed by the President and 4-H Youth Development Agent at the last meeting previous to the election. Elected officers may serve a maximum of two consecutive terms, with the exception of the treasurer who may be elected for more than two consecutive terms.
- b. Additional nominations may also be made from the floor of the meeting when officers are elected.

Section 4.

The officers and representatives shall serve two year terms, unless voted out by the majority of members present at the association meeting. The treasurer is selected on odd numbered years and the secretary on even numbered years. The officers shall be elected by the county 4-H leaders by a majority vote unless otherwise specified.

Section 5.

Officers of the association shall be elected at the October Senior Leaders Meeting and be installed before the close of the meeting to take office at the next meeting.

Section 6.

One representative shall be elected to serve on the Executive Board from each of the four(4) districts. Northwest - (Jolly Beavers, Loganville Friendship, Endeavor or South Lime Ridge); Northeast – (4-Star, Circus City, Mirror Lake, Websters Prairie, Baraboo Valley); Southwest - (Active Strivers, Big Hollow Bears, Happy Hustlers); Southeast (Lucky M, Skillet Creek, Sauk-Prairie Earthlings, Prairie Busy Badgers, Soaring Eaglettes). A representative shall be elected for a two year term. A representative cannot be elected for more than two consecutive terms. The representatives shall be elected by leaders of the district they represent by a majority vote. The NW and SW representatives will be elected in even years and SE and NE representatives in odd years.

Section 7.

The Executive Board shall consist of the officers of the association, past president, the four district representatives, two youth representatives, representative of the Ag & Extension Committee. The 4-H Youth Development Agent acts as the advisor to the Senior Leaders Executive Board and does not have voting privileges.

Section 8.

Vacancies in office may be filled at a regular meeting providing notice to this effect has been sent to all members previous to the meeting.

Section 9. (Amendment 9/97)

Two youth leader representatives will have the duty of liaison between the county Senior Leader's Association and all other youth leaders in the county 4-H program. Additionally, they shall advise on youth events. These two youth representatives shall be elected by youth leaders every year and shall be active voting members of the 4-H Executive Board.

Amendment: August, 1999 -- The Junior Leader Representative will serve two years with one of the representatives being elected every other year.

ARTICLE IV. COMMITTEES

Section 1. Project and County Committees.

Project Committees:

These committees are: Dairy, Livestock, Horse, Small Animal, Cultural Arts, Photography, Performance Arts, Home and Family, Shooting Sports, Natural Science.

County Committees:

These committees are: Exchange, Foodstand, Club Guidelines, Fund Raising, Awards, Fair, and Vision-to-Action.

Exchange

- Organize and conduct all aspects of interstate and/or intrastate 4-H sponsored exchange trips
- Plan & execute fundraising to help decrease participant costs associated with the trips
- Conduct pre-exchange meetings for participating families

Food Stand

- This committee would consist of a group of people who would be able to manage the 4-H food stand when opportunities exist to sell food at the county fairgrounds
- Perform tasks necessary to open and close the food stand each summer
- Suggest and implement strategies to improve the food stand
- Provide a source of multiple people who are knowledgeable and able to help 4-H groups operate the food stand

Vision-to-Action

- Work to implement action plans that will ensure the accomplishment of multi-year goals created through the Vision-to-Action planning process
- One committee will be formed for each goal

Club Guidelines

- Work to establish guidelines that Sauk County 4-H clubs would be asked to follow. By following these guidelines, clubs will improve and members will continue to have an excellent 4-H experience in Sauk County
- Establish a club recognition program

Awards

- Organize the yearly Sauk County Fall Awards Banquet
- Possible create and implement countywide youth recognition programs (i.e.: Clover Awards, Record Book awards, Project awards, etc.)
- Create a method for selecting leader and community award recipients
- Review process and select judges for Member Evaluation awards

Fair

- Meet bi annually to brainstorm ideas to improve the fair
- Implement ideas at each fair
- Assist in the organization & facilitation of building clean-up, fair judging, display set up, and exhibit release

Fundraising

- Brainstorm alternative fundraising ideas for Sauk County 4-H
- Decide on a yearly fundraising campaign
- Work to establish an endowment fund for Sauk County 4-H

- a. Project and County Committees will help program for their project and/or activity.
- b. Committees will support and help the Extension Agent implement new ideas or programming.
- c. Make recommendations to the Executive Board for rule or County Fair changes.

Section 3.

Special committees may be appointed by the President when authorized by the Association or the Executive Board.

Section 4. 4-H Expansion and Review Committee

- a. The committee contributes to programming by helping to ensure representation and consideration of the needs and interests of minority population.
- b. The committee assists County Extension Staff in outlining a positive action plan to meet non-discrimination standards:
 - Defines geographical areas.
 - Analyzes demographic data on the local youth population and compares it to current program participation rates to determine program needs.
 - Assists in implementing procedures, which are designed to attract new youth members and adult volunteers into 4-H programs.
- c. The committees should meet at least annually to implement balanced 4-H program expansion.

ARTICLE V. MEETINGS

Section 1.

Meetings of the Association shall be held monthly.

Section 2.

Robert's Rules of Order supplemented by the Wisconsin bulletin, "How to Conduct a Business Meeting" shall be considered as satisfactory guidance.

ARTICLE VI. AMENDMENTS

Section 1.

To amend the constitution, a quorum, consisting of two-thirds of the members of the sitting Executive Board, must be present to vote on the amendment. Proposed amendments must be passed by a simple majority of the members present. Notice must be given at a previous meeting or through notification by mail, regarding the change in constitution being considered.

ARTICLE VII. QUORUM

Section 1.

For general business meetings, a quorum shall be a minimum of five Executive Board members present.

Section 2.

To amend the constitution, the quorum must consist of two-thirds of the members of the sitting Executive Board.

ARTICLE VIII. BORROWING

Section 1.

Approval for loans must be granted by a majority vote at a Senior Leaders Association Meeting.

ARTICLE IX. TERM OF OFFICE

Section 1.

The term of office will be from November 1 - October 31.