

4-H CLUB BYLAWS

ARTICLE I-NAME/IDENTITY

SECTION 1- NAME

The name of this organization shall be the _____ 4-H Club.

SECTION 2- MOTTO

The club motto shall be "To Make the Best Better."

SECTION 3- EMBLEM

The club emblem shall be a green four-leaf clover bearing a white "H" on each leaflet.

SECTION 4- PLEDGE

The club pledge shall be: I pledge...

My Head to clearer thinking,

My Heart to greater loyalty,

My Hands to larger service, and

My Health to better living, for

My Club, my community, my country, and my world.

ARTICLE II- MISSION AND PURPOSE

SECTION 1- MISSION OF 4-H

The UF/IFAS Extension 4-H Youth Development Program uses a learn-by-doing approach to help youth gain the knowledge and skills they need to be responsible, productive citizens. This mission is accomplished by creating safe and inclusive learning environments, involving caring adults, and utilizing the expertise and resources of the University of Florida and the nationwide land-grant university system.

SECTION 2- PURPOSE OF CLUB

The purpose of this club shall be to improve ourselves, our homes, our club, and our community.

ARTICLE III- NONPROFIT STATUS

The club is a nonprofit organization. Any funds received by the club for carrying out its purpose shall not accrue to the benefit of individuals, but to the benefit of the 4-H program.

ARTICLE IV- MEMBERSHIP

SECTION 1- ELIGIBILITY

Any youth in this county, ages 5-18 (or completion of high school, whichever comes first) may become a member of this club by enrolling in the county 4-H program for membership in at least one of the approved club projects and agreeing to live up to the standards set by the club. Age is determined as of September 1 of the current 4-H year, which spans from September 1 through August 31. The size of the club may be limited due to space limitations or the leader's available time or ability to accommodate more members. Membership shall not be denied on the basis of race, creed, color, religion, disability, sex, sexual orientation, marital status, national origin, or political opinions or affiliations.

SECTION 2- RESPONSIBILITY

Each member must attend at least 75% of the club meeting during the year. If a member is unable to attend a meeting due to a valid excuse (such as sickness or an important school or family event), the member must contact the club leader or president in advance to be excused. Each member should also complete an approved club project.

ARTICLE V- MEETINGS

SECTION 1- DATES

The club shall meet regularly every _____ of each month at _____ PM/AM at _____ . Special meetings may be called by the president and 4-H leader as needed. Adequate notice is needed.

SECTION 2- QUORUM

A simple majority (one-half plus one) of members must be present to conduct official business of the club.

SECTION 3- ORDER OF BUSINESS

The following order of business shall be followed at regular club meetings:

1. Meeting called to order
2. Club rises, salutes the American flag with the Pledge of Allegiance, and then recites the 4-H Pledge (to the 4-H flag)
3. Roll Call
4. Minutes of last meeting
5. Treasurer's report
6. Report of committees
7. Old or unfinished business
8. New business

SECTION 3- ORDER OF BUSINESS CONTINUED

9. 4-H leader's report
10. Announcements
11. Adjournment
12. Educational program/project work
13. Recreation/Refreshments

ARTICLE VI- COMMITTEES

Standing and/or special committees will be created as needed.

ARTICLE VII- OFFICERS

The officers of this club shall include president, vice-president, secretary, treasurer, sergeant at arms and reporter. Their duties shall be as follows:

- The president will preside at all meetings, uphold the constitution, and adhere to parliamentary procedure. The president shall appoint committee chairs and members.
- The vice-president shall preside over the club in the absence of the president. The vice-president shall assist the president and serve as a link to all committees.
- The secretary shall write minutes of each meeting and report at the next meeting. The secretary will also keep attendance records and write club correspondence.
- The treasurer shall be responsible for all club funds and property, along with the club leader. The treasurer will give a report of the club's finances at each meeting.
- The sergeant at arms is tasked with caring for club items such as banners, flags, gavel, etc. and lead the American Pledge of Allegiance and 4-H pledge.
- The reporter/historian shall take photographs of the club's participation in 4-H events, clinics, competitions, etc. and create a club scrapbook.

ARTICLE VIII- ELECTION OF OFFICERS

The officers of this club shall be elected at the first regular meeting in September. They shall hold office for one year. All active members are eligible to run for an office and to vote. Voting is by majority rule and done by secret ballot.

ARTICLE IX- AMENDMENTS

Bylaws may be amended at any regular meeting by a two-thirds vote cast by those in attendance, providing notice has been given at the previous meeting.

ARTICLE X- DISSOLUTION

If this club disbands, all club assets shall be assigned to the Highlands County 4-H Foundation.

4-H CLUB BYLAWS

These bylaws were voted on and approved by the members of the
_____ 4-H Club on _____, 20_____.

Club Leader Signature

Date

Club President Signature

Date