

Pepin County 4-H Senior Youth Council Constitution

Adopted by May, 1966

Revised November, 1980; Revised January, 1989; and February, 1999, and April, 2008

ARTICLE I NAME: **Pepin County Senior Youth Council (SYC)**

ARTICLE II OBJECT: The purpose of the Pepin County Senior Youth Council shall be for: Leadership, Service, Responsibility, Education, Fellowship, and Recreation.

ARTICLE III MEMBERSHIP: Any County 4-H member, in 7th grade or older, may become a member, paying the annual membership dues of .50 cents if necessary.
1. Those away to any advanced school or working should attend meetings whenever possible.
2. Members have to attend 2 of all regular meetings (6).

ARTICLE IV GOVERNING BODY
COUNCIL: The governing body is the executive council, consisting of county Senior Youth Council officers.
ADVISORS: One or more advisors should be present at the monthly meetings. The County Extension Agents are members Ex officio.

ARTICLE V OFFICERS: The elected officers of the Pepin County Senior Youth Council shall consist of (a) President; (b) Vice-President; (c) Secretary; (d) Treasurer; and (e) Historian.

The Council shall help plan the yearly program and act on matters requiring immediate attention.

ARTICLE VI MEETINGS: Meetings shall be called whenever the president or County Agent feels it is needed. Regular meetings shall be the second Monday of every month, or if a conflict on that evening have it at another time convenient for the group. The place shall be decided by the executive council. A designated monthly activity will be held in addition to the meeting. SYC member(s) are in charge of arranging this activity.

ARTICLE VII AMENDMENTS: This constitution may be amended by a majority vote of the council members present at any regular or special meeting.

BY-LAWS

Roberts Rules of Order shall govern over all meetings.

SECTION I ***ELECTION OF OFFICERS - ELECTION PROCEDURES***

To be elected, a candidate must have a majority of the ballots cast.

If no candidate received a majority of the ballots, the one received a majority of ballots, the one receiving the least number of votes is dropped and the voting is continued until a candidate has a majority of votes.

Election shall be by ballot.

Election in October, take office immediately.

New officers shall be elected every year.

The executive committee will appoint in case of a vacancy.

Candidates for office must be SYC members for at least one year.

SECTION II ***ELECTION OF ADVISORS:***

- 1) Advisors will be appointed in October.
- 2) Candidates must be either a parent of a SYC member, a 4-H leader or 4-H Alumni.
- 3) Advisors may be appointed for consecutive terms.
There should be at least one advisor present at each SYC activity; if none of the advisors, including the county Extension Agent, cannot make it, someone else will be contacted.

SECTION III ***DUTIES OF THE OFFICERS:***

1. All officers should assist other officers in arranging for meetings, etc.
2. If the president is not there then the vice president will preside, if the vice president is absent too; then the secretary and so on down the line.
3. All officers must attend monthly meetings unless they provide an excuse, and they should contact the president prior to the meeting.

DUTIES OF THE PRESIDENT

1. Checks on arrangements for meeting, and that each one is ready as listed on program.
2. Presides and calls meeting to order and directs the business meeting.
3. Decides points of order fairly.
4. Casts deciding vote in case of tie vote, and can vote when by ballot or roll call.

5. Approves payment of accounts on action by club.
6. Is largely responsible for the orderly conduct of meeting.
7. Keeps in close touch with advisor and county Extension Agent.
8. Helps members cooperate by being a good cooperater.
9. Shows courtesy to guests.
10. The president guides meetings in a courteous, tactful way, but avoids talking too much.
11. The meeting belongs to the members. The president is only the pilot.

DUTIES OF THE VICE PRESIDENT

1. Learns the duties of the president.
2. Performs these duties when the president is absent.
3. Often acts as chairman of program committees.
4. Appoint committees and takes charge of planning yearly program. Shall also execute the program.

DUTIES OF THE SECRETARY

1. Keeps records of club. A permanent record is important.
2. Keeps minutes of all meetings of club, reads these when called for by the president.
3. Keeps close tab of all actions by the club.
4. Keeps a complete list of members and records their attendance at meetings.
5. Send regular reports to county Extension Agents and special reports as requested by president, leader, or by decisions of club.
6. Writes letters required by decisions of club, thank-you notes, etc.
7. Will send out notices before meeting.

DUTIES OF TREASURER

1. Keeps records of club. A permanent record is important.
2. Keeps close tab on all actions by the club.
3. Keeps accurate account of all money owned by the club and pays all bills on action by the club and approval of the president.

DUTIES OF THE HISTORIAN

1. Take pictures and collect information on meetings and activities to be placed into yearly scrapbook.

SECTION V - POINT SYSTEM

Rules: No points can be taken for participation in activities which receive premiums.

Points for committees can only be taken if the committee meets and if you have been active in the work of the committee.

Final decisions on points will be made by SYC advisors and/or 4-H Agent.

Any questions about points on unlisted activities that may qualify should be brought up to SYC advisors and/or 4-H Agent.

SYC activities which differ from year to year will be assigned a point valuation as they come along.

The SYC member with the highest number of points receives the SYC Award.

Points accumulated by each member will be recorded by the members and reviewed by advisors and/or 4-H Agent.

The advisor and/or 4-H Agent will total points by each member at the August meeting.