

**BY-LAWS OF THE PEPIN COUNTY
4-H LEADERS AND PARENTS FEDERATION**

Adopted 10-09-12: Revised 06-10-14;

Article I - Name

Section 1 - The name of this organization shall be the Pepin County 4-H Leaders and Parents Federation.

Article II - Nonprofit Educational Charitable Organization

Section 1 - This Federation is a nonprofit educational charitable organization. Any funds received by the Federation for carrying out its purposes shall not accrue to the benefit of individual members.

Article III - Purpose

Section 1 - The purpose of this Federation shall be:

- a. The promotion of 4-H club work in Pepin County.
- b. To arrange for project meetings, leader training, and other county events.
- c. To select members for county and district project achievement, trips, and awards.
- d. To assist the University Extension Office in planning of 4-H club work.
- e. To assist in providing necessary funds for 4-H activities and events.
- f. To determine the policy for, the conduct of, the 4-H Club Program in Pepin County.
- g. To review ideas, plans, and suggestions brought up by county committees, local clubs, and leaders.
- h. To represent 4-H leaders at district, state, and interstate activities.

Article IV - Dissolution

Section 1 - The officers of the Federation are directed, in case of dissolution, to assign all assets of the Federation to the Pepin County Fair Association, if this entity is dissolved then assets are to be distributed equally to all Pepin County Food Pantries.

Article V - Membership

Section 1 - All members of this organization shall have the privilege of voting. Exofficio members shall not vote.

Section 2 – Membership on the Council shall not be limited by race, color, gender, creed, disability, religion, national origin, ancestry, sexual orientation, pregnancy, marital or parental status, socio-economic level, or veteran status that provide leadership in 4-H programs in Pepin County. The UW-Extension staff are ex-officio members.

Article VI - Officers

Section 1 - The officers of the Federation shall be the President, Vice-President, Secretary, and Treasurer.

Section 2 - Officers of the Federation shall be elected at the November annual meeting and take office immediately. The Vice President shall be elected each year to serve as Vice-President for one year and then to serve as President for one year. The Secretary shall be elected in odd numbered years and shall serve for two years. The Treasurer shall be elected in even numbered years for a two year term.

Section 3 - Duties of the officers

President - Shall preside at all regular and special meetings of the Federation. President and county Extension staff shall act on organization business which in their judgment would not require a Federation meeting. The Federation shall appoint all standing committees. The President may appoint temporary committees. The President shall appoint a three member nomination committee to present a slate of officers.

Vice-President - Shall preside in the absence of the president and take care of all the duties of the president during his absence.

Secretary - Shall keep complete minutes of the Federation and take care of necessary correspondence.

Treasurer - Shall collect and care for all money of the Federation. Shall keep records and pay all bills, present books for audit at the end of the term of

Section 5 - In the case of vacancy of the Executive Board, the President shall appoint someone to complete the unexpired term.

Article VII - Meetings

Section 1 - The Federation shall hold six regular meetings per year in February, April, June, August, and October, with the annual meeting in December.

Section 2 - Achievement Night will be held in October and the Leaders and Friends Banquet in November.

Section 3 - Special meetings may be called by the President, the Executive Board, by petition of 5 members, or by the Extension Staff.

Section 4 – Robert’s Rules of Order shall govern all meetings.

Article VIII - County 4-H Committees

Section 1 - Committee members will be appointed at the annual meeting in November and serve for one year beginning at that time. 4-H leaders must give their consent before serving on a committee.

Section 2 - Committees will be formed for 4-H programs, projects and activities when deemed necessary by the membership, Executive Board, or University Extension personnel. An up-to-date listing of committees and their members shall be distributed to all members of this organization each year.

Section 3 - The purposes and the functions of the committee will be reviewed each year for necessary changes by the committee.

Section 4 - Reports of Committees: Committees will report to leaders at the annual meeting. Special reports will be given to the Federation if deemed necessary by the Executive Board.

Article IX - Amendments

Section 1 - The by-laws of this organization may be amended by a two-thirds majority of votes cast at any regular meeting.

Section 2 - The proposed amendments to the by-laws shall be sent from the County Extension Office, to all members of the organization in a newsletter prior to the meeting at which it is to be acted upon.

Article X – Quorum

Section 1 - A quorum shall consist of active members representing at least two clubs.