

# ORANGE COUNTY 4-H COUNCIL CONSTITUTION

PREAMBLE We, the 4-H members of Orange County, in order to provide additional opportunities for personal development, leadership and growth, and to function as a tool of the 4-H program, do hereby establish this Constitution of the Orange County 4-H Council.

## ARTICLE I NAME

This organization shall be known as the Orange County 4-H Council.

## ARTICLE II MEMBERSHIP

Each organized 4-H club will have two (2) voting delegates and (2) member-at-large on the Council. Other 4-H members may attend County Council.

## ARTICLE III MEETINGS

Nine (9) regular meetings shall be held during the 4-H Council year. Special meetings may be held when deemed necessary and meetings may be cancelled when deemed necessary by the Council President and the Council Advisor.

## ARTICLE IV OFFICERS

The elected officers shall be President, Vice-President, Council Delegate, Alternate Delegate, Secretary, Treasurer, Reporter, Historian, Parliamentarian and Sergeant at Arms. These elected officers shall compose the executive board, and shall act in the interest of the membership at times other than council meetings. The President, Vice-President, Delegate and Secretary will serve as the Orange County voting delegates on the District Council.

## ARTICLE V ELECTION OF OFFICERS

Offices of this council shall be elected at the last council meeting of the year and shall serve until their successors are elected and installed. Candidates for office are to be selected from active membership (membership qualifications, as stated in the by-laws) who have completed County Council Election Application Form prior to the meeting. Candidates must be present to run for elected office. All officers will be elected at the election meeting.

## ARTICLE VI DUTIES OF OFFICERS

PRESIDENT shall preside over all meetings of the Council, appoints and serves as an ex-officio member of all committees and performs other duties as required. The President shall only vote in case of a tie. The

President represents Orange County as a voting delegate on the District and State Councils.

VICE PRESIDENT shall serve in the absence of the President. The Vice-President shall chair a committee and represent the Council as a voting delegate on the District Council.

DELEGATE represents the Council at the District and State Councils and chairs a committee.

ALTERNATE DELEGATE represents at the Council at the District Council and State Council in the absence if one of the voting delegates.

SECRETARY shall keep minutes for meetings, call the roll, keep correspondence of the Council and represent the Council on the District Council.

TREASURER shall keep up to date with the financial dealings of the Council and present a report at meetings.

REPORTER shall assist with the preparation and writing of a quarterly newsletter.

HISTORIAN shall prepare slide show for the awards banquet as well as submit items for the state scrap book.

SARGEANT AT ARMS shall see that the meeting room is set up and returned to order following Council meetings.

PARLIMENTARIAN shall ensure that meetings are run according to Robert's Rules of Order.

Please refer to Orange County 4H council officer positions for more information.

#### ARTICLE VII COMMITTEES

The President shall appoint all committees and may set up new committees when appropriate. The standing committees of the 4-H Council shall be as follows: Constitution Resolutions, Public Awareness, Share the Fun, County Events/Fashion Revue, Central Florida Fair Booth, Ways and Means and Community Service.

#### ARTICLE VIII QUORUM

A quorum is present if two (2) representatives from five (5) organized 4-H clubs are present.

#### ARTICLE IX AMENDMENTS

Any proposed amendments to the constitution must be sent to members at least a week prior to a Council meeting. The Constitution may be amended by a two-thirds (2/3) majority of the membership of the Council present at the meeting.

## ARTICLE X BY-LAWS

Additional by-laws may be adopted for the successful operation of the Council.

### 4-H COUNCIL BY-LAWS

1- Regular meetings shall be held September through May of year.

2- Special Meetings may be called by the Executive Board.

3-To be a 4H member.

a. Have a current Florida 4H participation and enrollment form on file in the 4H office.

b. Enroll in a 4H project, join a 4H club or, join as a member-at-large.

For more information please refer to Orange County 4H council Election Procedures.

4- Robert's Rules of Order shall constitute the authority for council parliamentary procedure not otherwise specified in the constitution or by-laws.

5- The 4-H Agent shall supervise the activities of council members at meetings and special events.

6- This Council shall work cooperatively with the Florida 4-H State Council in helping carry out the aims, objectives and programs of that organization; provided that such are consistent with the rules, objectives and programs of this Council.

7- All 4-H members are encouraged to attend Council meetings; however, only two (2) delegates from each club and two (2) members-at-large have voting privileges. Voting privileges of members-at-large are defined in the orange county council election procedures.

8- A 4-H member must be considered a senior 4-Her as of September 1st of the coming year to be allowed to run for the offices of President, Vice President, Secretary, Delegate, Alternate Delegate, Treasurer or Reporter. An Intermediate 4-Her may run for either Sergeant at Arms, Historian or Parliamentarian.

9- Newly elected officers shall attend a training session before the new year begins. Officers are responsible for attending meetings with the 4-H Council Advisor.

10- The Council Executive Board with the help of the 4-H Council Advisor or adult in charge will appoint a replacement officer if the current officer is absent from two consecutive meetings or can not fulfill their duties.

11- All clubs must attend three-fourths (3/4) of the meetings to remain in good standing with the Council. Members may run for council office if they have attended three-fourths (3/4) of the County Council meetings and have the approval of their adult leader.