

4-H CLUB CONSTITUTION AND BY-LAWS

ARTICLE I – Name/Identity

Section 1 – Name

The name of this organization shall be _____.

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 mission of the UVM Extension 4-H/Youth Development Program is to be a state leader in developing youth to become productive citizens and catalysts for positive change to meet the needs of a diverse and changing society. This mission is accomplished by using the knowledge and resources of the land grant university system, along with the involvement of caring adults.

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

This 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 UVM 4-H program and its educational purpose.

ARTICLE IV – Membership

Section 1 – Eligibility

Any youth, ages _____ as of January 1st of the current year, may become a member of this club by applying for membership in at least one of the approved club projects and agreeing to live up to the standards set by the club. (However, 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, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or familial status.

Section 2 – Responsibility

Each member must attend at least 75% of the meetings 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, secretary, or president in advance to be excused. Each member should also complete an approved club project and keep a project record book.

ARTICLE V – Meetings

Section 1 – Dates

The club shall meet regularly every _____ (day/week) at _____ (time) at _____ (place). 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.

ARTICLE VI – Committees

Standing and/or special committees will be created as needed. Members are expected to volunteer for committee assignments. The president has the authority to appoint committee chairs and members.

ARTICLE VII – Officers

The officers of the club shall include: president, vice-president, secretary, treasurer, 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 reporter shall collect newspaper and county newsletter clippings, photos, etc. for a club scrapbook/bulletin board/history. The reporter writes club meeting reports and sends them to the county 4-H office, and also may write and send club news to local newspapers, radio stations, etc.

ARTICLE VIII – Election of Officers

The officers of this club shall be elected at the first regular meeting in _____ (month). 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.

ARTICLE IX – Amendments

This constitution 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

Upon dissolution, any money left in the club’s account gets turn over to the local UVM Extension office for distribution back to the Corporation. All property belonging to the club/chapter or group shall be disbursed in the same manner. Clubs may request that the money be used for a specific program within the club, county or state. This request will be acted upon by the Extension staff responsible for 4- H Youth programs at the time the club is dissolved. If a club divides itself, creating more than one recognized and properly registered club, the funds from the original club shall be disbursed, based proportionally on membership, in each club.

CERTIFICATE OF OPEN MEMBERSHIP

To be part of the UVM Extension Program, a 4-H Club or a 4-H Special Interest Group must:

- ❖ Have at least two adult leaders
- ❖ Have at a minimum, 4 enrolled members from more than one family
- ❖ Have a planned educational program
- ❖ Have a membership open to youth regardless of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or familial status.

The _____ 4-H Club/4-H Special Interest Group meets all of the above criteria.

Leader’s Signature

Date

University of Vermont Extension, and U.S. Department of Agriculture, cooperating, offer education and employment to everyone without regard to race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or familial status.