



## DELAWARE 4-H CLUB BYLAWS SAMPLE

### Bylaws of \_\_\_\_\_ 4-H Club

**Name:** The name of this organization shall be \_\_\_\_\_.

**Purpose:** The purpose of this 4-H club is to support the development of its members through club meetings, project work, demonstrations, fairs and other activities.

#### **Policies:**

- The club will meet regularly once a month to conduct business.
- Any major decision of the club must be voted upon by the majority of the members present.

#### **Membership:**

- Without regard to race, color, sex, disability, religion, age or national origin, any youth, age 8-19 as of January 1, of the current year may become a member of this club.
- To become a member, a person must attend three meetings and know the 4-H pledge.
- A member shall be dropped from club enrollment if he or she misses three consecutive meetings without reasonable explanation.
- The leader, with the executive committee, shall review the reasons for absence to determine whether a member's name is removed from the roll.

#### **Officers, Elections and Duties:**

- The elected officers of this club shall be president, vice president, secretary, treasurer and reporter.
- Officers shall be elected annually by August and shall begin term of office in September.
- An officer shall have been a member in good standing of the club for three months prior to election.
- Officers shall not succeed themselves.
- There shall be a nominating committee of three members: the president and two appointed members at least one month prior to election.

- The nominating committee shall submit at least one nominee for each office at the meeting in August.
- Nominations from the floor shall follow the report of the nominating committee.
- Only those members who are eligible and willing shall be accepted as nominees.
- The appointed officers may be historian, recreation leader and song leader.
- These officers shall be appointed in September by the executive committee.
- An appointed officer shall have been a member in good standing for three months prior to appointment.
- Officers shall perform duties set forth in the 4-H Officer Handbook.
- The vice president shall succeed to the presidency if such vacancy occurs.
- Other vacancies shall be filled by a vote of the members at the next regular meeting or appointed by the executive committee.

**Meetings to begin promptly at \_\_\_\_\_ p.m. on the \_\_\_\_\_ of each month.**

**Executive Committee:**

- The executive committee shall consist of the officers and standing chairs (and leaders).
- The duties of the executive committee shall be to transact any absolutely necessary business between regular meetings and any other business referred to it by the club members.
- The executive committee shall meet between the regular meetings as necessary.

**Standing and Special Committees:**

- Standing committees shall be appointed by the president as necessary and shall serve to the end of the club year.
- Special committees shall be appointed by the president and shall serve only as long as needed.
- The vice president shall be a member of all committees except the nominating committee.

**Article IX: Amendments:** The bylaws may be amended at any regular meeting by a two-thirds vote of the membership provided they do not conflict with the required articles.