

# Wisconsin State 4-H Youth Dog Project Constitution

## **Article I. Name**

Section 1.01 Wisconsin 4-H Youth Dog Project (WSDP).

## **Article II. Purpose**

Section 2.01 To share information and ideas with youth in the Wisconsin State 4-H Dog Youth Association.

Section 2.02 To plan and promote educational programs in the area of dog's project for the youth members and adult leaders that have been through orientation

Section 2.03 To assist in the development of educational activities in the dog's project that will enhance the growth and development of youth.

Section 2.04 To promote and sponsor educational activities and events in dog's project for youth.

Section 2.05 To plan and coordinate events and activities the Wisconsin State 4-H Dogs Association Events.

## **Article III. Membership**

Section 3.01 Membership in the Wisconsin State 4-H Dogs Youth Association is open to all 4-H members enrolled in the WI State Dogs Project within the grade parameter regardless of that person's race, color, creed, religion, sex, national origin, pregnancy, disability, ancestry, sexual orientation, marital or parental status.

Section 3.02 All youth enrolled in Wisconsin 4-H Dogs Project are automatically members of the Youth Association and constitute the voting body.

## **Article IV. Officers**

Section 4.01 State Youth officers shall be President, Vice-President, Secretary, Treasurer and two (2) officers at large. It is recommended that the state youth officer be 9<sup>th</sup> grade and/or a member of the Dogs for three (3) years.

Section 4.02 The Executive Youth Board shall consist of the six (6) Youth Board Officers and the Advisors (ex-officio).

Section 4.03 The WI State 4-H Dogs Ambassadors shall consist of the Youth Directors

Section 4.04 A youth executive board member has a term limit of two consecutive years for that position. After those two years they may run for another position if they are eligible from his/her district

## **Article V. Board of Directors**

Section 5.01 Districts shall have three (3) District representatives and one (1) alternate. The three (3) District Representatives shall have voting rights on the WI State Youth Board. Alternates may assume the voting rights on the youth board in the absence of a representative from their District.

## **Article VI. Adult Advisor**

Section 6.01 One (1) adult advisor and a co-advisor shall be chosen to organize meetings with the youth executive committee at the state level

Section 6.02 The adult advisors must be adult Dogs Project leaders and/or UWEX educator.

Section 6.03 The adult advisors can be, but need not be, directors of the State 4-H Dogs Association.

Section 6.04 UW-Extension Specialist(s) in charge of the dog's program will assign the advisor and co-advisor.

## **Article VII. Amendments**

Section 7.01 The Constitution and Bylaws may be amended by a majority vote of the State Youth Board of Directors, provided the notice of such amendments shall be received two weeks prior to the next scheduled meeting.

# Wisconsin State 4-H Youth Dog Project

## By-Laws

### **Article I. Election of Board of Directors and Officers**

Section 1.01 The eighteen (18) (three (3) from each of the six (6) districts with one (1) alternate per district) district youth board directors are elected at their respective district fall meeting

Section 1.02 State Youth Board Officers are elected at the Fall Youth meeting from the Youth Board of Directors. Nominations for officers are taken from the floor, through written expressed interest, or through self-nomination. Once an officer has been elected from a district, another officer cannot be elected from that district with the exception of one of the two Officer-At-Large positions. The two (2) Officers-At-Large shall be from any of the remaining fourteen (14) district directors representing the six (6) districts but must be from different districts. All 4-H Youth Dogs Association Members have the right to vote.

Section 1.03 Terms shall run from January 1 - December 31

Section 1.04 The Youth Board of Directors reserves the right to fill vacancies and unexpired terms of Youth Board Officers.

Section 1.05 If a board member has two (2) consecutive un-excused absences from regular scheduled meetings, they can be removed as a member of the board by a 2/3 vote of Youth Directors.

Section 1.06 Each district may have an elected alternate to serve in the place of a delegate in the absence of the latter

Section 1.07 In the absence of an officer, the ranking officer shall appoint an elected alternate to take their place during the youth and adult board meetings.

Section 1.08 The President, Vice-President, Secretary and Treasurer shall be elected from the eighteen (18) District Directors, representing the six (6) districts and must each be from a different district. The two (2) Officers-At-Large shall be from any of the remaining fourteen (14) district directors representing the six (6) districts but must be from different districts.

## **Article II. Calendar Year**

Section 2.01 A year of this Association shall begin on January 1 and terminate December 31 of each year.

Section 2.02 The fiscal year of this Association is defined as beginning on July 1 and terminating on June 30. The Wisconsin 4-H Dogs Association financial books must be rectified annually by June 30. The annual financial report to be included in the 4-H charter renewal packet, IRS 990 filing, must be completed by designated date

## **Article III. Officers' Duties**

Section 3.01 The President shall preside at all regular meetings and special meetings. The President shall perform such other duties as usually attached to the office as described in the office job description.

Section 3.02 The Vice-President shall assume the duties of the President when the President is absent or otherwise unable to carry out their duties. The Vice President shall perform other duties as described in the office job description

Section 3.03 The Secretary shall record minutes of all meetings and mail/e-mail them to the Youth Board of Directors, Advisors, Executive Secretary, and Adult Secretary, to be put on file. Also, The Secretary shall perform other duties usually attached to the office and as described in the office job description.

Section 3.04 The Treasurer shall present financial reports to the Youth Board and may represent the Youth Board on the Adult Budget and Finance Committee. Also, the Treasurer shall perform other duties usually attached to the office and as described in the office job description.

Section 3.05 The officers and adult advisors (ex-officio) shall serve as the Executive committee.

## **Article IV. Meetings**

Section 4.01 Meetings shall be held in conjunction with Adult Board meetings.

Section 4.02 The Annual Youth meeting shall be held at the announced time during the Annual Fall Meeting.

Section 4.03 All eighteen (18) youth directors will have voting rights.

Section 4.04 Voting at open youth meetings is open to all youth in attendance, which are members of the association. The Youth Board of Directors reserves the privilege to limit the voting on any issues to the Board of Directors in attendance

Section 4.05 The Executive committee, as necessary, may call Emergency meetings.

Section 4.06 Robert's Rules of Order shall govern association meetings.

## **Article V. Committees**

Section 5.01 Committees shall be volunteer basis and/or voted on as deemed necessary by the WI State 4-H Youth Board of Directors.

Section 5.02 The Board of Directors shall be determining the responsibility of the committees.

## **Article VI. Quorum**

Section 6.01 A quorum of transaction of business of the Youth Board of Directors will consist of a three (3) person vote with at least two (2) districts represented.