

**SANTA FE COUNTY 4-H  
CLUB COUNCIL**

***CONSTITUTION***

**ARTICLE I – NAME:**

The name of this organization shall be the Santa Fe County 4- H Club Council.  
The Santa Fe County 4-H Club Council will be open to all 4-H youth without regard to race, color, religion, sex, age, handicap, national origin, or geographic area.

**ARTICLE II – OBJECTIVE:**

The objective of this council shall be:

- a) To give local club members and officers an opportunity to plan county programs and activities.
- b) To provide a means of leadership training for the members, local leaders and officers.
- c) To aid in the 4-H development of all the 4-H Club members in the county.

**ARTICLE III – MEMBERSHIP:**

The voting delegate membership of the Santa Fe County 4-H Club Council shall consist of :

- a) Santa Fe County senior 4-H member in attendance at a council business meeting
- b) Each club shall have three (3) votes.
  - a. Senior 4-H members may place their club votes in person or by conference call.

**ARTICLE V – MEETINGS:**

The regular council meetings shall be in the second week, six times a year during the months of March, May, July (State Conference), October or November, December (Awards Program) and January (Senior Leadership Retreat).

- a) Changes in the date of meetings maybe made by a majority vote of the members at any council meeting or, with agent approval and must be distributed in writing at least a month prior to meeting.

**ARTICLE VI – AMENDMENTS:**

Any rule may be adopted, or repealed at a regular meeting with a majority vote of the members provided the change has been sent to all organization leaders thirty days prior to the meeting in which it is to be voted on.

## **BY-LAWS**

### **ARTICLE I – QUORUM:**

A quorum shall consist of the majority of the membership present at any meeting.

### **ARTICLE II – RULES OF ORDER:**

Roberts Rules of Order, newly revised, shall govern the meetings of the council.

### **ARTICLE III – COMMITTEES:**

Committees shall operate as follows:

- a) Each committee shall consist of senior 4-H members.
- b) Leaders are encouraged to voice their opinions and concerns through the annual leader's training conducted in February
- c) County Agents are ex-officio members of all committees with out the power to vote.
- d) In case of a tie, the chairman of the committee is allowed to vote in order to break the tie.
- e) Additional committees may be appointed any time and in any way the council may determine advisable.
- f) Committee chairman are responsible for calling meetings of their committees and should invite the Extension Agents to meet with the committee.
- g) All committees shall report their plans during all council meetings.
- h) Standing committees:
  1. By-Laws/Policy and Procedures Committee:
    - a) Interprets State 4-H Policies to the council and clubs.
    - b) Annually appraises the overall program to detect weaknesses.
    - c) Sets up tentative program of work for the year and presents to the council for approval by the March meeting.
  2. Budget Committee:
    - a) Prepare and present annual budget for March council meeting.
  3. Fundraising Committee:
    - a) Plan and present fundraisers for council approval.
    - b) Participate in the execution of approved fundraisers
  4. Awards Committee:
    - a) Plan and conduct the annual awards program in collaboration with the 4-H Agents.

### **ARTICLE VI – POLICIES AND PROCEDURES:**

The Santa Fe County 4-H Club Council, acting in an advisory capacity, has chosen to adopt the “New Mexico 4-H Policies and Procedures Handbook” as Santa Fe County’s official policies and procedures.

- a) To assure a degree of uniformity, at county level, a “member in good standing” shall be a member that has fulfilled the “Member Completion Requirements” outlined in the New Mexico 4-H Policies and Procedures Handbook. Santa Fe County 4-H Club Council recognizes the right of the individual clubs to set their own requirements for “member in good standing” as long as those requirements do not conflict with the policies and procedures established by the New Mexico State 4-H program and the Santa Fe County 4-H program.
- b) Santa Fe County 4-H Council requires annual club dues of \$10 per family. Clubs’ must pay their dues within the specified time designated by County Council.

#### ARTICLE V – STATE LEADERSHIP OPPORTUNITIES

A senior 4-H member interested in running for a State Leadership team position (State 4-H Officer, Ambassador or Diplomat) must meet the following criteria:

- a) Be a member in good standing as defined in the State 4-H policies and procedures manual
  1. Have completed a record book the previous membership year
  2. Has no outstanding club or county 4-H bills
- b) Have leadership experience at the club level
  1. Club officer
- c) Have participated in at least two county-wide events, one of them being a leadership event/activity
  1. Senior Fun Night, County Contests, Project Day Camp Counselor
- d) Have attended the appropriate state level event prior to running
  1. State Officer candidate must have attended State 4-H Conference
  2. Ambassador or Diplomat candidate must have attended Senior Leadership Retreat

IF Santa Fe County has more than two senior members interested in running for State 4-H Officer, those interested must provide a two-minute speech and a vote will be taken at the May Sr. Fun Night.

IF Santa Fe County has more than one senior member interested in running for the same officer position, those interested must provide a two-minute speech and a vote will be taken at the May Sr. Fun Night. The other candidate may choose to run for an alternate office.

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APPROVED May 2014