



# GREEN LAKE COUNTY 4-H DOG PROJECT CONSTITUTION AND BYLAWS

---

## **ARTICLE I: NAME**

- A. The name of the organization shall be the Green Lake County 4-H Dog Project.

## **ARTICLE II: PURPOSE**

- A. The purpose of this program is to help achieve our stated goal by directing the members toward their personal goals relating to the dog project.
- B: Members will be able to enrich their lives, improve their skills, and increase their level of safety through many diverse educational programs.
- C: Youth will have opportunities to strengthen their knowledge and leadership skills by sharing information and fun times with newer members.

## **ARTICLE III: CHARTER**

- A. The Dog Project is a Chartered 4-H Group. A 4-H Charter indicates the 4-H Club or Group is organized in accordance with objectives of the 4-H program. It authorizes the club or group to use the 4-H Name and Emblem for educational purposes in accordance with laws and regulations established by Congress and the U.S. Department of Agriculture.

## **ARTICLE IV: MEMBERSHIP**

- A. Membership is open to all current Green Lake County 4-H members and Green Lake County 4-H volunteers who enroll in the dog project.
- B. Membership in 4-H and the dog project is open to all persons regardless of age, race, color, creed or religion, national origin, ancestry, gender,

sexual orientation, marital or parental status, pregnancy, veterans' status, arrest or non-job program, related conviction record, qualified disability or social economic level. The 4-H Dog Project must comply with federal and state nondiscrimination laws, including Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and the American Disabilities Act.

## **ARTICLE V: GREEN LAKE COUNTY 4-H DOG PROJECT**

- A. The powers, property and affairs of the Green Lake County 4-H Dog Project shall be conducted by the 4-H Dog Project Board of Directors. From this point on, it shall be referred to as the "Board".

## **ARTICLE VI: DOG PROJECT BOARD**

- A. The Board shall consist of the following elected officers:
  - Adult positions:*
    - President (2 year term – odd year election)
    - Vice President (2 year term – even year election)
    - Secretary (2 year term – even year election)
    - Treasurer (2 year term – odd year election)
    - 1 – Adult Representative at Large (1 year term)
  - Youth positions:*
    - 3 - Youth Representatives at Large (1 year terms each)
- B. Officers may be re-elected to succeed themselves upon completing their term.
- C. The Board is empowered to make decisions as designated by the Dog Project.
- D. Officers shall be elected at the Annual Meeting and their term will begin on July 1<sup>st</sup> of the year they were elected.
- E. Whenever any officer vacancies occur, the unexpired term of office will be filled without delay by majority vote of the Dog Project.
- F. Duties of Elected Officials:
  - 1. **President:** Oversee all meetings for the project and the leaders in the project to include committees.
  - 2. **Vice President:** Assist the President as necessary in all duties. Serve in the absence of the President at any general or board of

directors meetings.

3. **Secretary:** Record minutes at membership and board of directors meetings. Submit all correspondence for the project. Submit the report to the Extension office.
4. **Treasurer:** Collect and disburse funds as needed. Maintain Records regarding accounts. Oversee committee to develop the annual budget. Coordinate an annual audit of the account consistent with the requirements of the annual charter renewal.
5. **Adult Representative:** Contribute at all board and general meetings. Attend monthly 4-H Leader's Association Meeting. Acquire information on functions, events, awards and recognitions to promote the project to local newspapers and magazines.
6. **Youth Representative:** Contribute at all board and general meetings. Work with other youth reps to assure one person is present at each Dog Project meeting. Give feedback from youth perspective on topics and discussion. Assist at least one educational program. Acquire information on functions, events, awards and recognitions to promote the project to local newspapers and magazines.

#### **ARTICLE VII: MEETINGS**

- A. There will be an annual meeting of the Dog Project in the spring of each year. The following business shall be conducted at this meeting.
  1. Election of Officers
  2. Financial Report
  3. Review of operations for the previous year
  4. Goals for upcoming year
  5. Review Constitution and Bylaws

Quorum for this annual meeting shall consist of at least 2 Officers and the members present in order to conduct official business. All members of the Dog Project are eligible to vote at the annual meeting.

- B. Meetings of the Dog Project will be scheduled at the discretion of the Board.

#### **ARTICLE IX: FINANCIAL**

- A. An annual budget will be developed by the President and submitted for

approval at the Annual Meeting in April.

- B. Upon dissolution of the Green Lake County 4-H Dog Project, remaining assets shall be conveyed to a 4-H Youth Development program or 4-H Youth Foundation as selected by affirmative vote of the majority of members entitled to vote.

**Article XI: AMENDMENT**

- A. The Constitution and Bylaws may be amended at the annual meeting of the 4-H Dog Project where quorum is present by at least two officers and the members present by a two-thirds majority. Proposed amendments must have been presented at a previous meeting and through written notification to members by mail/e-mail before the vote.

\_\_\_\_\_  
Dog Project President

\_\_\_\_\_  
Dog Project Youth Representative

\_\_\_\_\_  
4-H Youth Development Educator

\_\_\_\_\_  
Date

*Adopted: 04/12/15*  
*Amended: 4/23/17*