

**CONSTITUTION AND BYLAWS  
OF THE  
ROBESON COUNTY 4-H COUNTY COUNCIL**

**ARTICLE I: NAME, AFFILIATION, AND STANDARDS**

- Section 1.** The name of this organization will be the Robeson County 4-H County Council.
- Section 2.** The program of the Robeson County 4-H County Council will be carried out in association with the North Carolina Cooperative Extension, Robeson County Center, 4-H Department.
- Section 3.** The standards (pledge, motto, etc.) will be in accordance with those of the national 4-H organization.

**ARTICLE II: MEMBERSHIP**

- Section 1.** Any resident of Robeson County, North Carolina, or surrounding area between the ages of 5 and 18 (4-H age), regardless of race, color, creed, national origin, religion, sex, or disability may become a member of the Robeson County 4-H Council.
- Section 2.** Active membership will be open to those persons who are at least 5 years of age and who have not reached the age of 19 as of January 1 of the current year.

**ARTICLE III: ORGANIZATION**

- Section 1.** The Robeson County 4-H County Council will consist of community 4-H clubs, project clubs, special interest groups, 4-H School Enrichment members, members at large, and county council.
- Section 2.** Community 4-H clubs, project clubs, school enrichment members, members at large, and special interest groups will be under the direction of the North Carolina Cooperative Extension, Robeson County Center, 4-H Department.
- Section 3.** The organization of 4-H county council will be determined by the members thereof to represent the 4-H program in Robeson County.
- Section 4.** The Robeson County 4-H County Council's membership will include officers and representatives designated by the active 4-H members of the county.
- Section 5.** The Robeson County 4-H County Council will cooperate with the Robeson County 4-H Staff in planning 4-H County Council meetings and enforcing the constitution and the bylaws, will constitute the standing committees as appointed by the President, and will advise the Robeson County 4-H Youth Development Staff concerning a general evaluation of the 4-H program.

## **ARTICLE IV: OFFICERS OF COUNTY COUNCIL**

- Section 1.** Duties and selection of Robeson County 4-H County Council officers will be determined by a majority vote of the clubs, special interest, school enrichment, and member at large groups present at an annual election conducted by the Robeson County 4-H County Council under supervision of the 4-H Staff.
- Section 2.**
- A. The Robeson County 4-H County Council officers will be President, President-Elect, Secretary-Treasurer, Reporter, and Sergeant-at-Arms.
  - B. The President, Secretary-Treasurer, Reporter, and Sergeant-at-Arms will serve a one-year term beginning with the start of the Robeson County 4-H year.
  - C. The President-Elect will serve a two-year consecutive term beginning with the start of the Robeson County 4-H year and ending after serving one year as President-Elect and a second year as President.
  - D. Method and location of the election of Robeson County 4-H County Council Officers will be determined by the current Robeson County 4-H Staff and shall be completed before the end of the current 4-H year.
  - E. The duties of these officers will be as implied by their respective titles and as are specified in the bylaws.
- Section 3.**
- A. Robeson County 4-H County Council officers will serve the appropriate term beginning upon installation at the close of the election process.
  - B. The Robeson County 4-H County Council officers will be elected democratically by Robeson County 4-H members in a manner defined in the bylaws.
  - C. Candidates must be at least 14 years of age and an active member of Robeson County 4-H prior to seeking any office.
- Section 4.** No 4-H'er may hold the same office for more than two consecutive terms.

## **ARTICLE V: REMOVAL OF AN OFFICER**

- Section 1.** If for any reason, such as change of residence, illness, or if an officer is not fulfilling his or her duty, he or she may be removed from office if it is in agreement with two-thirds (2/3) of the majority of the Executive Committee present.
- Section 2.** After the said removal procedure has been completed, the remaining officers and their advisors will form a committee. This committee will appoint someone to promptly fulfill the office.

## **ARTICLE VI: MEETINGS**

- Section 1.** The Robeson County 4-H County Council will meet at least four times over a 12-month period, with one meeting concerning the election of new officers.
- Section 2.** A quorum, being necessary to enact official business, is a simple majority of the membership present.

## **ARTICLE VII: PROCEDURES**

- Section 1.** A proposed amendment becomes binding upon a vote of two-thirds (2/3) majority of the Robeson County 4-H County Council members present.
- Section 2.** Bylaws will become official upon a vote of a simple majority of the Robeson County 4-H County Council members present.

## **BYLAWS**

1. Nominations of candidates for Robeson County 4-H County Council must be sent in prior to the day of the election. No nominations will be accepted after the election. If there is no prior nomination of a candidate for an office, the office will be reopened at the election. At this time, nominations for the reopened office or offices will be made from the floor and all nominations will be finalized.
2. The campaigning will be restricted to oral or mailed written statements. No visual displays will be allowed prior to the election. Presentation of the candidates to all delegates will take place at the meeting concerning the election. Each candidate will be allowed two minutes for speaking time.
3. Elections will be held on a date determined by the current Robeson County 4-H Staff.
4. The number of votes will be based on one per club, project or specialty club, school enrichment group, or other identifiable group.
5. At the election assembly, each group will receive a ballot and the members will cast one vote per group as identified on the written ballot and certified by the president of the club or identifiable group. The candidate who receives the majority of votes will receive the title of the office. If there is a tie, a second vote will be taken. If a majority is not determined at this time, the outgoing officers will conduct a secret ballot vote to determine a winner. If no outgoing officers are present, a coin toss will determine the outcome of the election.
6. Only active Robeson County 4-H members are permitted to participate in the elections for Robeson County 4-H County Council.

7. Campaign regulations concerning the use of facilities, parades, and posters will be provided by the Robeson County 4-H Staff, in writing, to the candidates immediately following their nominations.
8. The Robeson County 4-H County Council, under the supervision of the Robeson County 4-H Staff, will execute enforcement of the election rules. A candidate for office or any member of his campaign who violates these rules will be warned after the first violation and will be deemed ineligible for election for one year if the violation reoccurs. Any election situation not covered in the constitution will be referred to the 4-H Staff for a final decision.
9. Duties of officers:
  - A. **President:** The President shall preside at all meetings and uphold the force of proper observance of the constitution, bylaws, rules, regulations, and resolutions; appoint chairmen of committees; and call special meetings when necessary. The President shall vote to break a tie.
  - B. **President-Elect:** The President-Elect shall work closely with the President in order to ensure orientation training for the presidency. The President-Elect shall assist the President in the performance of his/her duties, and in the absence of the President or in the case of his/her inability to preside, he/she shall perform all duties required of the President. In the event of a vacancy of the office of President, he/she shall fulfill the unexpired term of office.
  - C. **Secretary/Treasurer:** The Secretary/Treasurer shall attend all meetings of the Executive Board and membership. He/she shall keep current and precise records of proceedings of all meetings and make copies of minutes for each officer and keep one such copy on a permanent file. With the assistance of the 4-H agent, he/she shall report an accurate record of all financial details of the association and shall perform such other duties as may properly fall within the scope of the officer.
  - D. **Reporter:** Keep in contact with the County 4-H Staff by providing reports as often as called for by the Extension Center. Provide publicity for special events by contacting newspaper, radio, TV, or Internet resources as needed. The Reporter will also work with the 4-H Volunteer Leaders' Association Reporter to set up scrapbook workshops and ensure that the county scrapbook is completed.
  - E. **Sergeant-at-Arms:** Maintains order and decorum among the members and all persons present at a meeting and may even expel persons from the meeting. He may act as doorkeeper and is responsible for admitting only eligible persons.
10. County Council officers must attend all planning meetings and quarterly meetings. Officers will receive one excused and one unexcused absence over a 12-month period. Should an officer miss more than two meetings, they will be removed from office and another will be appointed in their place as stated in Article V, Section 2.