

## **Rusk County 4-H Horse Project Committee By-Laws**

Created September 15, 2014

### **Mission Statement:**

The mission of the Rusk County 4-H Horse Project Committee is to provide safer horsemanship, educational opportunities and a fun environment through structured youth leadership and parent involvement, centered around a fun and flexible organization for all involved.

### **Objectives:**

- 1.) Promote safety and provide education through the 4-H Horse and Horseless Horse Projects.
- 2.) Be an enhancement to all existing and future 4-H clubs to provide additional learning experiences and opportunities for any youth enrolled in the Horse and Horseless Horse projects, and provide assistance to any youth member enrolled in a 4-H club.
- 3.) Encourage interest in and promote all Rusk County youth organizations.
- 4.) Work in connection with, and under the jurisdiction of the Ruck County 4-H Leaders Council and the 4-H Youth Development Agent.
- 5.) Commit to build a foundation of life skills.

### **Membership:**

- 1.) Membership in the Horse Project Committee is open to all persons without regard to race, color, sex, ethnic background or economic circumstances. The Horse Project Committee does not operate on a segregated basis.
- 2.) In order to be a member of the Horse Project Committee, you have to be currently enrolled in a Rusk County youth organization.
- 3.) Members are asked to serve on such committees, panels, or work groups as necessary to support the committee and its functions. Participation in fundraising activities is expected by all members.
- 4.) Those members misusing their privileges of membership will be brought before the Rusk County 4-H Leaders Council.

### **Quorum:**

- 1.) A quorum of 3 voting members must be present in order to present a motion and vote on it.
- 2.) Majority of those board members shall constitute a quorum vote.

### **Meetings:**

- 1.) *General Meetings* – The Horse Project Committee shall meet monthly. Members will be informed of meeting dates at each scheduled meeting and by an information postcard each month. Changes of meeting dates will be made by phone, if needed.

- 2.) *Annual Meeting* – The Horse Project Committee’s annual meeting will be in September of each year. The purpose of this meeting shall be the nomination and election of the officers for the new 4-H year and amendments of the by-laws, rules, or policies.
- 3.) *Special Meetings* – All members shall be contacted by postcard or phone seven days prior to a special meeting.
- 4.) *Place of Meetings* – All committee meetings will be held at the Rusk County Fairgrounds.

**Elections:**

*Officers* - President  
Vice President  
Secretary  
Treasurer  
Youth Representatives (2)  
Advisors

**Duties of Officers:**

*President* – It shall be the duty of the president to preside over all meetings of the committee. They shall be responsible for preparing an agenda for each meeting.

*Vice President* – It shall be the duty of the vice president to assist the president and to act for the president when the president is absent.

*Secretary* – It shall be the duty of the secretary to take minutes at the committee meetings, and distribute a copy at the following meeting. Keep an up to date roster of the membership and those attending meetings.

*Treasurer* – It shall be the duty of the treasurer to keep the Horse Project Committee’s financial records in good standing. A monthly financial report shall be given to the members at all regular committee meetings. An annual report must be prepared for the annual meeting and submitted to the Rusk County 4-H Leaders Council at the end of the year for Chartering.

*Adult Advisors* – It shall be the duty of the adult advisors to help with activity preparations.

*Youth Representative* – It shall be the duty of the youth representative to bring perspectives and concerns to the committee.

**Terms of Office:** There are no term stipulations. Members are encouraged to allow all those who participate and all new members a chance to hold an office.

**Calendar Year:** November 1 – October 31. Fiscal calendar will be July 1 – June 30.

**Amendments to the By-Laws:** All amendments shall be brought to the Rusk County Horse Project Committee at least seven business days before the monthly meeting.

**Dissolution Clause:** Upon dissolution of the Rusk County 4-H Horse Project Committee, any assets remaining shall be conveyed to the Rusk County Fairgrounds with all funds to be used for the horse facilities.

By-Laws Approved on: September 22, 2014