

Texas 4-H Council Standing Rules

Youth involvement in program development at all levels is an essential aspect of successful 4-H programming. For this reason, the Texas 4-H Council provides for representative 4-H youth 16-19 years of age:

- the opportunity to provide input to the state Extension staff on programs for 4-H youth,
- to maintain linkage with District 4-H Councils,
- to assist with the development and implementation of state events and activities,
- to provide 4-H youth the opportunity to learn democratic principles and procedures, and
- to interpret the 4-H program to the public through effective and satisfying group organization.

The following standing rules adopted by the Texas 4-H Council members serve as guidelines for group procedures.

1. Name:

- The name of this organization shall be the Texas 4-H Council.

2. Purpose:

The purpose shall be to act as a sounding board to:

- Identify needs and interests of 4-H youth.
- Suggest and explore action programs that will meet the needs and interests of youth.
- Advise in the determination of future 4-H programs.
- Provide a youth voice and leadership team for Junior Leader Retreat, Texas 4-H Roundup, and Texas 4-H Congress.

3. MEMBERSHIP:

- a. The Texas 4-H Council membership is open to all youth, irrespective of race, color, disability, sex, religion, or national origin. It consists of two member delegates from each District 4-H Council and elected delegates-at-large (see Sections 3f and 3g).
- b. Council members must (1) reach their 16th birthday and (2) must not have reached their 19th birthday on or before August 31st of the calendar year in which they are installed on the Texas 4-H Council.
- c. Delegates shall be eligible to attain and hold membership on the Texas 4-H Council for only one year.
- d. District representatives must participate in the total Texas 4-H Council Workshop and training to be an official member of the Texas 4-H Council.
- e. District Councils may select alternates to fulfill responsibilities of regularly elected delegates. Any alternate who attends the Texas 4-H Council Workshop becomes the official recognized delegate on the Council from his/her respective district and will fulfill Council duties throughout the remainder of the year. This alternate shall meet the requirements for the Council membership.

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- f. The twelve (12) District Councils have the opportunity to select a Delegate-at-Large on an annual basis to serve on the Texas 4-H Council.
- g. Delegates-at-Large represent District 4-H Councils as members of the Texas 4-H Council. The same standing rules for membership apply to all delegates. Efforts should be made to assure minority representation on the Texas 4-H Council. If District Councils do not elect at least one minority to fill the offices (usually President and Vice-President) that are representatives to Texas 4-H Council, they will select a minority to fill the position of Delegate-at-Large. If a District Council is unable to fill one of the three positions with a minority member, the District will forfeit its opportunity for the minority delegate representation for that year. Minority status is defined as 1/16th minority nationality.
- h. A Council member enrolling out of state or district of which they were elected/selected shall automatically relinquish his/her position on the Texas 4-H Council pending approval by council advisors.

4. OFFICERS:

- The officers shall be elected annually and shall be: President, two Vice-Presidents, Secretary, Public Relations Officer, and Health and Safety Officer. The Executive Committee shall appoint members as needed to fill vacancies in officer positions.

5. TERM OF OFFICE:

- Council members and officers shall serve from the time of installation until installation of new members and officers the following year. Officers shall be elected annually and shall be eligible for only one term of office. No person shall hold more than one office on the Texas 4-H Council.

6. TEXAS 4-H COUNCIL WORKSHOP AND ELECTION OF OFFICERS:

- Council Workshop shall be held as scheduled. Officers shall be elected at the workshop and will be nominated by ballot. Elections shall be by ballot. A majority constitutes an election. Each candidate may speak on the given topic and will have two (2) minutes total to prepare and offer remarks.

7. EXECUTIVE COMMITTEE:

- The Executive Committee shall be composed of the officers and council advisors.

8. COMMITTEES:

- Committees may be appointed at any time by the Executive Committee.

9. VOTING BODY:

- The voting body shall consist of the members as defined in Rule 3, except in the election of officers. The two current participating delegate representatives will cast a single vote to be used in the event of a tie. In the event of a tie, each candidate will speak on a new topic. If another tie occurs, the sealed vote of the current council representatives will break the tie.

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10. QUORUM:

- A quorum shall be a simple majority of the membership representing at least seven different districts.

11. AMENDMENTS:

- Suggested/recommended amendments may be made at any regular meeting and approved with a two thirds vote but must have the approval of the state 4-H Program Director before amendments can be made to the by-laws.

12. REPRESENTATION REPORTS:

- Texas 4-H Council members who are designated as representatives of the council at various events will be responsible for submitting a written report of their participation in the event to the Texas 4-H Council Secretary or to the council advisors within two weeks after the event. These reports will become part of the official secretary's notebook.

13. TEXAS 4-H COUNCIL MEMBER BEHAVIOR:

- Texas 4-H Council members are required to follow the stated Texas 4-H and Youth Development Consequences of Misbehavior and Code of Conduct. If a Texas 4-H Council member is suspected of any illegal activity (consuming alcoholic beverages and/or illegal drugs, etc.) before or during any activity or while representing the Texas 4-H Council, he/she shall be subject to be sent home and/or to dismissal from the Texas 4-H Council at the discretion of the Executive Committee and/or council advisors.

14. COUNCIL DISSOLUTION:

- Upon the dissolution of the Council, all real property, including money, equipment and land, shall become the property of the Texas 4-H Program for care and distribution. The last official duty of the advisors shall be to effect the transfer of council property and to turn over all records to the State 4-H Office.



STANDING RULES



East District 5 4-H Council

1. **NAME:** The name of this organization shall be the East District 5 4-H Council.
2. **PURPOSE:** The purpose shall be to promote and encourage 4-H and youth development and to coordinate 4-H activities in the district; and to provide opportunities for assuming delegated responsibilities as representatives of county and district councils, standing committees or special committees.
3. **MEMBERSHIP:** Membership is open to all youth irrespective of race, color, disability or national origin and shall consist of two (2) voting delegates from each county 4-H council and the District 4-H Council Executive Board. Members shall be at least 14 as of August 31 of the calendar year they are elected/appointed.

Each county is encouraged to have (2) alternate delegates to attend and participate in District Council activities in the absence of the regular delegates.

4. **OFFICERS:** Officers shall be a president, 1st vice president, 2nd vice president, 3rd vice president, secretary, public relations chairman and parliamentarian, each of which will be elected without regard to sex. Three delegates will be elected to the Texas 4-H Council annually, one will be a minority representative. (See Representation on Texas 4-H Council)

ELIGIBILITY FOR OFFICE: To be eligible for district office: (a) Candidates must be between the ages of 16 and 18 as of August 31 of the calendar year of the election; (b) Candidates shall be a member of their county 4-H council and recommended by their County Extension Agent; (c) They shall have at least one more year of high school remaining; (d) They must have at least 3 years of 4-H club membership, including the current year.

TERM OF OFFICE: Officers shall be elected at the annual meeting. Officers are eligible to serve 2 years as a district council officer. The president, 1st vice president, and 2nd vice president may serve only 1 year in any of those offices. No more than two officers shall be elected from the same county. Term of office shall be from time of installation until installation the following year. Vacancies shall be filled by the Executive Board or by election; decision to be made by the Executive Board.

5. **REPRESENTATION ON TEXAS 4-H COUNCIL:** President, 1st vice president and 2nd vice president shall serve as delegates to the Texas 4-H Council. Persons considering these offices should be willing to represent the district at the Texas 4-H Council Workshop, Texas 4-H Congress, and the State Fair of Texas Honor Award Dinner. These responsibilities are in addition to District Council meetings and district events. In the event the designated delegates cannot participate in the Texas 4-H Council Workshop, an alternate shall be designated in line of succession from the Executive Board. Any alternate who attends the Texas 4-H Council Workshop becomes the officially recognized delegate from the district and will fulfill Texas 4-H Council duties throughout the year. This alternate must meet the requirements for Texas 4-H Council membership.

East District 5 is authorized to elect three delegates to serve on the Texas 4-H Council annually. To assure minority participation, one of the three delegates must represent a racial ethnic minority.

6. **ELECTION PROCEDURE:** (a) Candidates for district offices should complete one copy of the Application/Nomination Form for East District 5 4-H Council Office and the one page leadership history; (b) Forms should be returned to the District Office ten (10) days prior to the date of the annual meeting; (c) All applicants (if eligible according to standing rules) will be presented as candidates for the office(s) they choose; (d) All eligible applicants will be introduced and allowed the opportunity to give a two (2) minute campaign address; (e) Applicants will also be given three (3) minutes to prepare and present an answer to a given question; (f) Applicants will be involved in an interview process where interviewers will score the candidate on interview talents (speaking, thinking, composure); (g) Candidates will be limited to one (1) 22x28 inch poster (regular size) for campaigning purposes; no handouts of any kind, size, shape, taste or color will be permissible; (h) Popular election will be by secret ballot.

Each piece of the election process will be scored and used to elect the District 5 officer team. The four pieces of the election process will provide a percentage of the total score. Popular election - 50%; Interview - 35%; Leadership history - 10%; Question answer - 5%

7. **ANNUAL MEETING:** An annual meeting shall be held during District Leadership Lab prior to the Texas 4-H Council Workshop. Officers and committee chairmen shall give reports for the work that has been done during their term of office at the annual meeting. Standing rules shall be reviewed, revised as necessary and adopted. Additional meetings of the District 4-H Council will be called as necessary by the Executive Board.
8. **EXECUTIVE BOARD:** The Executive Board shall be composed of the elected officers of the District Council. Meetings of this group may be called by the president and/or advisors, as necessary.
9. **STANDING COMMITTEES:** Standing committees shall be composed of the elected officers of the District Council. Meetings of this group may be called by the president and/or advisors, as necessary.
10. **ADDITIONAL COMMITTEES:** Additional committees may be appointed at any time by the Executive Board.
11. **VOTING BODY:** The voting body shall consist of membership as defined in Rule 3.
12. **QUORUM:** A quorum shall consist of 23 voting members. In this number, at least 12 counties shall be represented.
13. **AMENDMENTS:** These rules may be amended by a two-thirds vote at any regular meeting as long as prior notice has been given.

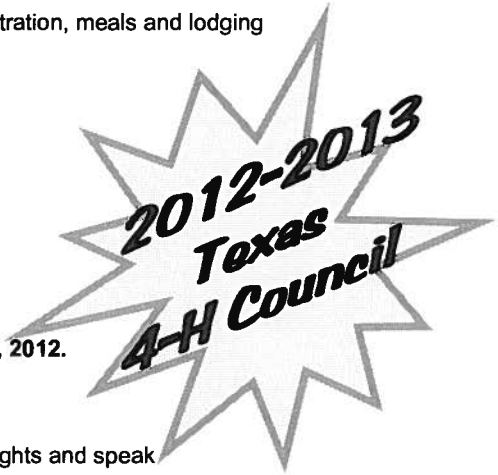
RESOLUTION.....

Be it resolved by the District 4-H Council that no member of the council shall consume alcoholic beverages or illegal drugs while traveling to or from any 4-H activity, while participating in 4-H activities, or while representing East District 5 4-H Council. In the event a District Council member violates this resolution, disciplinary action will be taken by the Executive Board with District Extension Directors and Extension Program Specialist 4-H & Youth Development serving as advisors.

Texas 4-H Council Membership Requirements

This internal communication document is to be provided annually to all Texas 4-H members in advance of district officer elections for representation on the Texas 4-H Council.

1. Texas 4-H Council membership is open to all youth, irrespective of race, color, disability, sex, religion, or national origin. Representation may consist of three delegates from each District 4-H Council selected at the District level according to state/district guidelines. One of the delegates should represent a diverse population.
2. Council members must:
 - reach their 16th birthday and
 - must not have reached their 19th birthday on or before August 31st of the calendar year in which they are installed on the Texas 4-H Council.
3. Delegates shall be eligible to attain and hold membership on the Texas 4-H Council for only one year.
4. Texas 4-H Council membership only occurs after participation and completion of the entire Texas 4-H Council Workshop scheduled for **July 23-26, 2012 at the Texas 4-H Conference Center in Brownwood.** (\$250 approximate registration fee plus travel) **If an elected district delegate is unable to participate in the entire workshop, they forfeit their space on the Texas 4-H Council to another District delegate.** They will still retain their elected district office.
5. There are specific events/activities/meetings that are required of the (6) elected officers (President; 1st VP; 2nd VP; Secretary; Public Relations; Health and Safety) and encouraged for all members: *(some dates are tentative and subject to change)*
 - State Fair of Texas Honor Awards (**September 28-30, 2012 –Dallas**) -1 night lodging expense
 - Junior Leadership Retreat (**November 9-12, 2012 –TX 4-H Conference Center**) -registration cost at Center
 - January Planning Meeting (**January 4-6, 2013 –TX 4-H Conference Center**) -registration cost at Center
 - Texas 4-H Roundup (**June 10-14, 2013 –College Station**) -registration, meals and lodging
6. **Officer Positions:**
 - Executive Committee**
 - President
 - First Vice-President
 - Second Vice-President
 - Secretary
 - Public Relations Officer
 - Health and Safety Officer
7. **Officer Election Process:**
 - Officers shall be elected at the Texas 4-H Council Workshop **July 23-26, 2012.**
 - Officer campaigning is not allowed.
 - Nominations are by ballot.
 - A majority constitutes an election.
 - Candidates are given a topic and have two minutes to prepare their thoughts and speak before the group.



I have read and understand this document and a copy of the Texas 4-H Council Standing Rules.

4-H Member Signature

Date

County Extension Agent Signature

Date

Parent/Guardian Signature

Date

District 4-H Specialist Signature

Date

(Due in District Office by June 11, 2012)

East District 5 4-H Council Office Application/Nomination



Please refer to the current District 4-H Council standing rules for eligibility requirements.

This application/nomination form is due in the District 4-H Office no less than ten (10) days prior to the date of the election.

Office: _____ Date: _____

Name: _____
(First, Middle, Last)

Address: _____ Texas _____
(Zip code)

Email: _____

County: _____ ☐ Male ☐ Female

Telephone Number: _____ Date of Birth _____
(Month/Day/Year)

Age on January 1 of this year: _____ Number of years in 4-H: _____

Name of Parent(s) or Guardian: _____

Name of club or group: _____

Grade entering in August: _____ Name of school: _____

Name of County Agent: _____

I certify that I am eligible for the District 4-H Council Office for which I am applying and, if elected, agree to attend all District and/or State activities that are required of the office. I understand that if I do not fulfill obligations as required of the position that I can be removed from the District leadership position.

Signature of Applicant Date

I certify that the 4-H member named in this form is a member in good standing in _____ County and is eligible to campaign for the District 4-H Council office for which he/she has applied. If elected, I will support the member every way possible.

Signature of County Extension Agent Date

East District 5 4-H Council Office

Application/Nomination

Leadership History



Promotion Leadership • Volunteer Leadership • Elected/Appointed
Provide enough information so that committee members will know what you have accomplished along with the year(s).
Emphasis should be on the last four (4) years.