

Parents Association of Brazoria County 4-H

CHARTER

Revised 3/23/2020

Purpose: The purpose of this Association is to develop and support volunteer leaders to serve the needs of 4-H members.

Functions:

1. Plan and conduct adult leader training programs based upon the needs of the leaders.
2. Foster leader participation in county, district, and state education programs.
3. Advise County Extension Agents of 4-H adult leader needs.
4. Provide opportunities for fellowship and an exchange of ideas among leaders.
5. Assist in planning, implementing, and evaluating county and district 4-H events and activities.
6. Assist in the development of resources to support the County 4-H program.
7. Interpret the 4-H program to the public.
8. Promote a feeling of unity of purpose among volunteer 4-H leaders.

BY-LAWS

1. **NAME:** The name of this association shall be the Parents Association of Brazoria County 4- H.
2. **MEMBERSHIP:** All adult volunteer 4-H leaders who serve in Brazoria County and parents whose children participate in Brazoria County 4-H are members of the Association, regardless of the leadership role they perform. Membership is open to all 4-H adults regardless of age, socioeconomic level, race, color, sex, religion, handicap, or national origin. Any adult that serves on a committee, in any leadership position, or interacts directly with youth members must enroll annually in 4-H Connect.
3. **VOTING BODY:** The body shall consist of 4-H Leaders and 4-H Parents who are present at the meeting. The Chairman shall have a vote in the event of a tie.
4. **QUORUM:** A quorum shall consist of four (4) members of the voting membership present, which must include two (2) executive officers.
5. **OFFICERS:** The elective officers of this Association shall be the Chairman, Vice-Chairman, 2nd Vice Chairman, Secretary, and Treasurer. They will be elected at the **last** business meeting of the 4-H year.
 - a. All officers shall be nominated from the floor with a variety of representations from the different clubs or by a nominating committee.
 - b. To be an elected officer, a person must be a leader at least one year and attend at least four of the meetings the previous year before being elected.
 - c. A vacancy occurring in any office shall be filled by a majority vote of the

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Association members.

- d. The Chairman and Vice-Chairman shall serve as delegates to the Parents Association or who is designated by the committee.

6. **TERM OF OFFICE:** All officers shall be elected for one (1) year terms beginning after officer installation during the **first** business meeting of the 4-H year. The Brazoria County Parents Association elections will coincide with the County Council officer elections.

7. **COMMITTEES:** The Association shall have standing committees and special committees as needed. If a committee fails to complete its duties and responsibilities and submit a report at the appropriate time, the Chairman has the authority to reappoint other members and/or chairman if necessary. **SPECIAL COMMITTEES:** Special committees may be formed as the need arises to work on projects.

8. **MEETINGS:** Meetings will be held tentatively on the fourth(4th) Monday of each month at the Brazoria County Extension Office and will be run in accordance to Robert's Rules of Order. Meeting dates will be set annually in the 4-H Calendar.

If needed, for any circumstances, the monthly Parent's Association Meetings or any special called meeting may be held by virtual means, and the voting for motions also be made virtually.

9. **FUNDS:** funds will be run through Brazoria County 4-H. Signatures shall be on file at the Dow Employees Credit Union for the 4-H account and certificates of deposit. At least two signatures will be on file with the bank.

10. **SCHOLARSHIPS:** Scholarships will be awarded each year if money is available.

11. **FISCAL ACCOUNTABILITY:** The association shall adhere to all guidelines related to financial accountability as outlined in the Texas 4-H Youth Development 4-H Club Financial Management Rules and Guidelines.

12. DISSOLUTION CLAUSE:

- a. In the event that a local club disbands or becomes inactive or over an extended period of time, all of its money, equipment, paraphernalia, and name will become the property of the Brazoria County 4-H Program. However, if a local club's bylaws contain a "dissolution clause" describing disposal procedures for club resources, then the club's bylaws and clause supersede this and all other similar Council and Association rules.
- b. In the event that 4-H in Brazoria County dissolves, a Brazoria County 4-H Dissolution Committee will be appointed. Members of the committee will be appointed. Members of this committee will represent the Parents Association of Brazoria County 4-H and will be composed of seven (7) members: Three (3) Council and four (4) Parents Association representatives. The committee will make recommendations to disperse 4-H assets and will make recommendations to the joint body of the Council and Parents Association. The final decision will be made by the Council and Parents Association jointly.

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13. **ASSOCIATION ADVISORS:** County Extension Agents shall serve as advisors to the Association. Other resource people and agencies may be called on as consultants.

14. **AMENDMENTS:** The bylaws may be amended by a two-thirds vote of members present at any Association business meeting. However, written notice of the proposed amendments must be sent to Association members and County Extension Agents prior to the business meeting.

A copy of the current bylaws will be available on the website and in the secretary's minutes.

15. **BYLAW REVIEW:** The bylaws shall be reviewed every year.