

# Horse Advisory Committee of Brazoria County 4-H Bylaws

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## ARTICLE I: NAME AND OBJECTIVES

- Section 1. The name of this association shall be Horse Advisory Committee of Brazoria County 4-H (HAC).
- Section 2. This shall be a nonprofit organization exclusively for the purpose of promoting the Brazoria County 4-H Horse Advisory Committee and 4-H Club work.
- Section 3. The objectives of this organization shall be:
- a) To provide learning situations for the development of leadership, responsibility, and effective citizenship.
  - b) To provide educational and challenging experiences that will enable young people to become knowledgeable and skilled in their selected project areas and the 4-H Horse Project.
  - c) To provide information and training in other 4-H activities as members' interests dictate.
  - d) To help each member experience personal growth and achievement, as well as be of service to others.

## ARTICLE II: MEMBERSHIP

All adult volunteer 4-H leaders who serve in Brazoria County and parents whose children participate in the Brazoria County 4-H Horse Project are members of the Association, regardless of the leadership role they perform.

Membership is opened 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 on 4HOnline.

## ARTICLE III: OFFICERS

The elective officers of this association shall be the Chairman, Co-Chair, Show Secretary and Treasurer. They will be elected at the last business meeting of the 4-H year in August.

- a) Nominations accepted throughout the month of July. Nominees are voted on in August. Anyone wishing to have their name added to the ballot must email the County Extension Agent their name by July 31<sup>st</sup>.
- b) Voting will be done by ballot and kept at the Brazoria County Extension Office for 3 years.

- c) A vacancy occurring in any office shall be filled by a majority vote of the voting body.
- d) The Chairman and Co-Chair Vice-Chairman shall serve as delegates to the Brazoria County 4-H Parents Association or who is designated by the committee.

#### **ARTICLE IV: 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 in **September**.

#### **ARTICLE V: VOTING BODY**

The voting body shall consist of only 2 delegates from each Brazoria County 4-H Club. Voting members will be identified at the beginning of each meeting. The Chairman shall have a vote in the event of a tie. Co-Chair, Show Secretary, and Treasurer have voting rights; however, cannot be a voting delegate for their 4-H club. Standing and Special Committees do not have voting rights; however, they can be deemed a voting delegate for their club.

**QUORUM:** A quorum shall consist of four (4) voting members from 2 clubs. Elections, and Bylaw changes shall be by secret ballot. A majority constitutes an election, and changes.

Voting delegates must be present at the meeting to vote.

#### **ARTICLE VI: COMMITTEES**

The Association HAC shall have standing committees; Performance, Speed, Drill/Quad, Fundraising, Banquet, Awards, and Social Media. Special committees will be created as needed. These positions will not have voting rights. 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.

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

Meetings will be held the third (3rd) Wednesday of each month at the Brazoria County Extension Office, or other mutually agreed upon location, and will be ran 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 HAC meeting or any special called meeting may be held by virtual means and the voting for motions also be made virtually.

Agendas for monthly HAC meetings will include the following – Call to order, Minutes from Previous Meeting, Treasurers Report, Open Forum, Committee Reports, Old Business, New Business, and Adjourn.

#### **ARTICLE VIII: FISCAL ACCOUNTABILITY**

The Horse Advisory Committee 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.

## **ARTICLE IX: CLUB DISBANDMENT**

Upon the disbandment of the club Horse Advisory Committee, all real property, including money, equipment and land shall become the property of the County 4-H Program for care and disposition and authorizes the Texas A&M Agrilife Extension Service and County Extension Agent(s) full rights to access bank records, bank funds, and all other banking authority. This also applies to all inventory and assets acquired by and or owed by this organization. The last official duty of the club's Horse Advisory Committee Chairmanager shall be to affect the transfer of club property and to turn over club records to the County Extension Agent or other Extension designees.

## **ARTICLE X: AMENDMENTS**

These bylaws may be amended at any regular meeting of the club by a two-thirds vote of the members present, provided that the proposed amendments have been presented to the club in writing and filed with the secretary at the previous meeting of the club. Amendments must not conflict with the basic 4-H philosophy or the Texas 4-H Club/Group Charter Agreement. These amendments are effective upon the affirmative vote of the members present.

## **ARTICLE XI: FUNDS**

Funds will be run through Horse Advisory Committee of Brazoria County 4-H. Signatures shall be on file at the ACU Bank for the HAC 4-H account and certificates of deposit. At least two signatures will be on file with the bank.

## **ARTICLE XII: SCHOLARSHIPS**

Scholarships will be awarded each year, if money is available.

## **ARTICLE XIII: ASSOCIATION ADVISORS**

County Extension Agents shall serve as advisors to the Association HAC. Other resource people and agencies may be called on as consultants.

## **ARTICLE XVI: BYLAW REVIEW**

The bylaws shall be reviewed every year.

## **ARTICLE XVII: RESTRICTIONS**

Horse Show rules can only be made after the last show, and must be voted on at the September meeting.

## **ARTICLE XVIII: OPEN FORUM**

An open forum will be conducted at every HAC meeting. A 3 minute maximum will be give to those that wish to speak.

Adopted November 2023.