

**BY-LAWS OF THE PEPIN COUNTY
4-H LEADERS AND PARENTS FEDERATION**

Adopted 10-09-12; Revised 06-10-14; Revised 02-14-19; Revised 02-01-2022

Article I - Name

Section 1 - The name of this organization shall be the Pepin County 4-H Leader Parent Federation.

Article II - Nonprofit Educational Charitable Organization

Section 1 - This Federation is a nonprofit educational charitable organization. Any funds received by the Federation for carrying out its purposes shall not accrue to the benefit of individual members.

Article III - Purpose

Section 1 - The purpose of this Federation shall be:

- a. To support and advocate the Pepin County 4-H Program.
- b. To arrange for project meetings, leader training, and other county events.
- c. To provide education and leadership opportunities.
- d. To select youth members for county, state, and national 4-H awards.
- e. To model youth and adult partnerships.
- f. To assist the Extension Office in planning of 4-H work.
- g. To review ideas, plans, and suggestions brought up by county committees, local clubs, and leaders.

Article IV - Dissolution

Section 1 - The officers of the Federation are directed, in case of dissolution, to distributed all assets equally to all Pepin County Public School and Food Pantries.

Article V - Membership

Section 1 - All members of this organization shall be comprised of currently enrolled and certified 4-H adults, volunteers, or parents/guardians of 4-H members. Ex officio members shall not vote.

Section 2 - Membership in the Federation shall not be limited by race, color, gender, creed, disability, religion, national origin, ancestry, sexual orientation, pregnancy, marital or parental status, socio-economic level, or veteran status that provide leadership in 4-H programs in Pepin County.

Article VI - Officers

Section 1 - The officers of the Federation shall be the President, Vice-President, Secretary, and Treasurer which make up the Executive Board.

Section 2 - Officers of the Federation shall be elected at the October meeting and take office immediately. The Vice President shall be elected each year to serve as Vice-President for one year and then to serve as President for one year. The Secretary shall be elected in odd numbered years and shall serve for two years. The Treasurer shall be elected in even numbered years for a two-year term.

Section 3 - Duties of the officers

President - Shall preside at all regular and special meetings of the Federation. President and county Extension staff shall act on organization business which in their judgment would not require a Federation meeting. The Federation shall appoint all standing committees. The President may appoint temporary committees. The President shall appoint a three-member nomination committee to present a slate of officers.

Vice-President - Shall preside in the absence of the president and take care of all the duties of the president during his absence.

Secretary - Shall keep complete minutes of the Federation and take care of necessary correspondence.

Treasurer - Shall collect and care for all money of the Federation. Shall keep records and pay all bills, present books for audit on an annual basis.

Section 4 - In the case of vacancy of the Executive Board, the President shall appoint someone to complete the unexpired term.

Section 5 - The Pepin County 4-H and Youth Development Educator serves as a nonvoting advisor to the Federation.

Article VII - Meetings

Section 1 - The Federation shall hold six regular meetings per year in February, April, June, August, and October, with the annual meeting in February.

Section 2 - Special meetings may be called by the President, the any Executive Board or by the Extension Staff.

Section 3 – Robert’s Rules of Order shall govern all meetings.

Article VIII - County 4-H Committees

Section 1 - Committees will be formed for 4-H programs, projects and activities when deemed necessary by the membership, Executive Board, or University Extension personnel.

Section 2 - The purposes and the functions of the committee will be reviewed each year for necessary changes by the committee.

Section 3 - Reports of Committees: Committees will report to leaders at the annual meeting. Special reports will be given to the Federation if deemed necessary by the Executive Board.

Article IX - Amendments

Section 1 - The by-laws of this organization may be amended by a two-thirds majority of votes cast at any regular meeting.

Section 2 - Notification of proposed amendments to the by-laws shall be sent to all members of the organization in prior to the meeting at which it is to be acted upon.

Article X – Quorum

Section 1 - A quorum shall consist of active members representing at least two clubs.

Signature _____ Date _____