Kewaunee County 4-H Livestock Association Bylaws

Article 1. Name
The name of this 4-H Group shall be the Kewaunee County 4-H Livestock Association. This organization is chartered under the University of Wisconsin—Madison Division of Extension in Kewaunee County.

Article II. Purpose
4-H is a youth-driven, volunteer-supported program which empowers youth to reach their full potential working and learning in partnership with caring adults. The mission of 4-H is to provide meaningful opportunities for all youth and adults to work together to create sustainable community change.

The purpose of a 4-H Group is to provide positive youth development opportunities to help youth thrive by:

1. Providing youth opportunities to explore their sparks through educational opportunities,
2. Creating a welcoming environment where youth feel a sense of belonging,
3. Fostering strong relationships with caring youth and adult volunteers,
4. Engaging young people in decision making.

Article III. Membership
Section 1. Membership of the Kewaunee County 4-H Livestock Association shall consist of youth enrolled as 4-H members and adults approved as 4-H volunteers enrolled in the following 4-H projects: Beef, Dairy, Goats, Poultry, Rabbit, Sheep, and Swine.

Section 2. Open to any current 4-H adult volunteers and youth regardless of that person's race, color, creed, religion, sex, national origin, disability, ancestry, sexual orientation, pregnancy, marital, or parental status.

Article IV. Annual Meeting of the Membership
An Annual Meeting of the Kewaunee County 4-H Livestock Association membership shall be held each year in October and conduct the following business:

- Adoption of any Bylaw Law Changes
- Adoption of any Policy Changes including Animal Species Committee Policies for Auction Participation.
- Adoption of the Budget
- Election of the Board of Directors

Article V. Board of Directors
The purpose of the Kewaunee County 4-H Livestock Association Board of Directors is to provide:

- Organizational Planning - Ensures understanding of the purpose of the Kewaunee County 4-H Livestock Association establishes steps to fulfill that purpose.
- Policy Enforcement – Current 4-H Program Educator oversees any issues related to policies and implements a fair and equitable procedure for addressing those concerns in conjunction with Livestock Association leadership.
- Legal Accountability - Provides leadership for completion and submission of the 4-H Charter Renewal documents and ensures the business of the association is accurately recorded and reported to the membership.
- Financial Oversight - Provides leadership for budget development and oversight for all financial transactions in compliance with federal and state laws along with Wisconsin 4-H Financial Management Policies.
- Youth will have a voting membership.

Article VI. Election of the Board of Directors

Board Membership.
Section 1. The Kewaunee County 4-H Livestock Association Board of Directors has 20 members including:

- Ten (10) 4-H Adult Volunteers enrolled and approved; one in each of the following projects: Dairy, Goats, Poultry, Rabbits, Sheep, 2-Beef, and 3-Swine.
- Three (3) 4-H Volunteers at Large enrolled and approved in at least one of the following projects: Dairy, Goats, Poultry, Rabbits, Sheep, Beef, or Swine.
- Seven (7) youth members enrolled in at least one of the following projects: Dairy, Goats, Poultry, Rabbits, Sheep, Beef, or Swine.

Section 2. Nominations will be accepted for the ballot from the floor during the election portion of the meeting. Nominations may be submitted prior to the meeting in writing (written or e-mail) sent to the president or secretary of the Association, or the program educator. No person shall be elected or appointed to hold a chair position during the meeting unless they accept the nomination during the meeting in person, by phone, by email, or by text with confirmation sent to board president, secretary or program educator.

Section 3. Paper ballots will be used to vote at the meeting.

Section 4. All terms are for one year, but the individual may be re-elected to serve another term with no limit of successive terms in the same officer position.

Section 5. All adult and youth members (in ninth grade or above) must be an active member in the project they are representing.

Section 6. Ballots shall be counted by the 4-H staff member or two members not on the ballot.

Section 7. Vacancies on the Board of Directors will be filled by appointment from the President and approved by a majority of the Board.

a. The Board of Directors is empowered to fill vacancies and unexpired terms of Directors.

b. If a member of the Board of Directors has two (2) consecutive unexcused absences from regular scheduled meetings, they can be removed as a member of the Board by a majority of the Board members.

c. Species vacancies can be left open if unable to fill the position with an active leader or youth. They cannot be filled with another species representative.

Article VII. Officers

Section 1. Election of Officers

a. The directors shall elect from their board a president, vice president, secretary and a treasurer.

b. All officer positions will be adults and youth can serve in an apprentice role for these positions.

Section 2. Duties of Officers

a. The president shall preside at all committee meetings.

b. The vice president shall run the meetings in the absence of the president, prepare agendas for the meetings, and in absence of the secretary will record the meeting minutes.

c. The secretary shall keep a record of all proceedings of the committee.

d. The treasurer shall receive and take care of all money belonging to the committee and shall keep an accurate record of all money received and paid.

Article VIII. Meetings of the Kewaunee County 4-H Livestock Association and Board

Section 1. Meetings of the Kewaunee County 4-H Livestock Association will be scheduled at the discretion of the President. Quorum will be 15 members.

Section 2. Meetings of the Kewaunee County 4-H Livestock Association Board of Directors will be scheduled at the discretion of the President. Quorum will be 7 adults. Notification of meetings and agenda to be sent out to all board members and 4-H Program Educator at least one week prior to the meeting date.

Section 3. The board of directors will decide 5 people at the first meeting after the annual meeting, to make decisions for the purpose of troubleshooting (Tuesday through Sunday) of the Kewaunee County Fair in regard to the 4-H Auction. The committee will consist of five members of the Board of Directions. A quorum will be 5 directors.

Section 4. Meetings and Quorum of the Project Committees are at the discretion of the Project Leadership.

Article IX. Group Year

The group operates on both a 4-H program year and a fiscal year model.

Section 1. The 4-H Program Year: The Wisconsin 4-H Program Year is defined as October 1st -September 30th for the purpose of definition in Wisconsin 4-H Policies.

Section 2. The 4-H Fiscal Year: The Wisconsin 4-H fiscal year is defined as July 1st-June 30th.

Article X. Amendments

A simple majority of the total membership may amend the bylaws, provided one-week written notice is given to the membership of the proposed change in writing. A 2/3 majority vote of the total membership present at the meeting is required to change the bylaws.

Article XI. Dissolution Clause

Upon dissolution of the Kewaunee County 4-H Livestock Association any assets must be turned over to a recognized 4-H club/unit/group, with the approval of the 4-H Program Educator consistent with Wisconsin 4-H in the Institute for Positive Youth Development approved financial practices and policy. 4-H Group dissolutions must be recorded in the meeting minutes and communicated with the 4-H Program Educator.

Approval: Date Approved by Membership: 10/22/2026
Motion to accept amended bylaws: 10/22/2026.

Required Signatures

Date: _____

President: _____

Youth Representative/Project: _____

Educator: _____