

**Geauga County
4-H Advisory Committee**

Constitution

**Extension Educator
4-H Youth Development**

CONSTITUTION FOR THE 4-H ADVISORY COMMITTEE

I. MISSION OF THE GEAUGA COUNTY 4-H ADVISORY COMMITTEE

The mission of the committee is to work with County Extension 4-H Educator and other County Extension staff, to help determine 4-H program direction and needs in concert with state and national 4-H policy.

Objectives:

- A. Help determine the needs and interests of all county youth, 5 to 19 years of age.
- B. Plan, evaluate, and recommend 4-H educational experiences, methods and programs that meet the needs and interests of these youth
- C. Assist in recruiting volunteers and developing their leadership skills.
- D. Seek financial resources, as needed, to conduct, promote and expand the 4-H program.

II. ORGANIZATION

- A. Volunteers, with voting privileges, may be elected from each program and project area of the Geauga County 4-H Advisory Committee. Volunteers are defined as adults or youth who have successfully completed the Ohio 4-H volunteer application and screening process.
- B. The committee is responsible for establishing guidelines for members, goals, and meeting dates. Guidelines shall be reviewed annually by the members and Extension staff.
- C. Three at-large members, with voting privileges, may be asked to serve at the discretion of the 4-H Educator. At-large representatives are defined as individuals who are not currently providing leadership in the 4-H program, and may represent other interests that will benefit the work of the committee.

III. SELECTION

- A. Committee members may nominate new members in areas where a vacancy exists. The nomination process shall follow these steps:
 - 1. Nominating member shall notify president and 4-H Educator of potential nominee and reason for nomination.
 - 2. 4-H Educator shall review member responsibilities and committee goals with nominee.

3. Nominating member shall invite nominee to attend a regular meeting as a guest, where they may share background information pertinent to the work of the committee along with their interest in serving on the committee. Members, in turn, may share information about current membership and projects.
 4. Members shall vote on the nomination at the conclusion of the meeting, after the nominee has been excused.
 5. Upon a majority vote, the 4-H Educator shall notify the new member in writing and the new member may attend the next regularly scheduled meeting.
- B. At-large members may be asked to serve at the discretion of the 4-H Educator or other Extension staff to fill specific needs. The president shall be notified of such prior to their attendance at any meeting(s).

IV. TERM OF OFFICE

- A. Volunteers may be elected to serve on the committee for one four-year term. This term is renewable upon agreement of the individual and the committee.
- B. Youth volunteers and at-large members may be selected or re-selected each year.

V. ATTENDANCE

- A. Meeting calendar will be determined annually.
- B. A committee member is required to attend a minimum of 4 regular meetings in a calendar year to maintain membership.
- C. The County Extension Staff may attend on an ex officio basis with no voting power.

VI. AD HOC SUB-COMMITTEE

- A. The committee president may appoint standing ad hoc sub committees for specific designated purposes. (E.g. volunteer development, promotion, fund raising, recognition, awards, etc.)
- B. The organization of each sub-committee shall be as follows: Members may include anyone with a vested interest in the work of the sub-committee. The sub-committee shall determine chair to report to the committee after each meeting.

VII. OFFICERS

- A. Elected officers shall consist of President, Vice President, Secretary and Treasurer.
- B. The term of office shall be two years. This term is renewable upon the agreement of the committee and the individual.

C. Elections shall be held prior to the end of the calendar year. Terms of office shall begin with the first meeting of the following year.

VIII. COUNTY EXTENSION ADVISORY COMMITTEE REPRESENTATIVE

The 4-H Advisory Committee may recommend a person as a representative to the Extension Advisory Committee.

IX. AMENDMENTS TO THE CONSTITUTION

Changes in these guidelines may be made by a majority vote of members present at a regular committee meeting.

Advisory Inductees:

Jennifer Folkman	2008	Nita Judd	1999
Evelyn Loze	2005	Natalie Loze	Forever
Michelle May	1996	Nancy O'Reilly	Forever
Peggy Peters	1995	Pat Sharpnack	2002
Traci Snode	2007	Carol Tuttle	2009

Adopted: May 4, 2009

Amended: April, 2009

Amended: March, 2009

Amended: 6/99

Amended: January, 2003

Amended: February, 2003

Amended: March, 2003

Amended: December 2004