

STANDING RULES

The Racine County 4-H Organization, Inc. will function in compliance with the Wisconsin 4-H Youth Development policies.

All rules governing this organization shall be incorporated into these by-laws and any rules contradictory to these by-laws are hereby declared null and void.

The by-laws shall be made available at the first Leaders Association and Junior Leaders Association meetings conducted by the newly elected Presidents. These meetings are usually in September or October, and at any other time, as needed.

The by-laws shall be reviewed annually and updated, as required of the Vice President/President Elect.

Financial:

- The fiscal year for this organization shall run January 1 through December 31.
- Annual enrollment fees are established at \$7.00 per youth not to exceed \$21.00 per family. Club fees are determined at the club level. Official enrollment must be through an approved 4-H community club.
- \$1.00 a year accident insurance will be purchased for each 4-H youth and adult. At enrollment time, all clubs will be assessed \$1.00 per member/leader and \$1.00 additional per horse member/leader.
- The required enrollment paperwork for each individual club **MUST** be turned in on time. Failure to do so could result in the refusal of the individual club's renewal.
- The Racine County 4-H Adult Leaders Association will pay a portion of the member's fees if she/he is awarded a trip to Citizenship Washington Focus in Washington, DC, State 4-H Youth Conference in Madison, or any other 4-H leadership event. The portion to be paid will be determined each year by the Board of Directors. Members must report back to either the Leaders Association or the Junior Leaders Association upon return.
- Reimbursement will be a portion of or up to the rate of 2/3 of the registration fee and 2/3 of the total current mileage rate for leadership/training events outside of Racine County up to the amount of the line item in the budget. An estimated reimbursement should be submitted to the Board of Directors of the Leaders' Association at least one month prior to attendance for approval. In cases where this is not possible, persons requesting reimbursement may come before the Board of Directors to request reimbursement.
- No refunds will be given for youth/leader activities where monies have been collected and disbursed except with a doctor's excuse or upon appeal to the Board of Directors.

Awards

- County Awards are based on forms filled out by members, completed record books, and

participation in club, county, district, state, national, and international activities. In addition county interviews are required for Citizenship Washington Focus, State 4-H Youth Conference, WI Federation of Cooperatives, Key Award, Racine County 4-H Outstanding Youth, Honor Court, and national awards.

- Once a member has been chosen or elected to attend Citizenship Washington Focus, State 4-H Youth Conference, or National Awards, the opportunity of competition for that award is no longer available to that member unless its date conflicts with the county fair, or national or state 4-H participation. If other unforeseen circumstances arise, one must come before the Board to obtain permission to interview a second time.

The final decision of awards will be made by the Adult Executive Officers with recommendation from the Awards Committee.

Membership

Club Requirements

A club is approved by the 4-H Youth Development agent and by completing proper paperwork. To be a chartered 4-H club in Racine County the following criteria must be met and maintained:

- Club Name
- Five or more youth from at least two families and 2 adult leaders
- Adult leadership that has been approved through the Youth Protection process
- Educational plan which meets the purposes of the 4-H program
- Youth involvement in leadership and decision-making
- Meet on a continuing basis
- Open to any youth eligible for 4-H membership, regardless of race, color, creed, religion, sex, national origin, disability, ancestry, sexual orientation, pregnancy, marital or parental status.

Failure of a 4-H Club to meet these requirements may result in the loss of the club charter and the use of the 4-H name and emblem.

All approved 4-H Clubs in Racine County will elect officers at the discretion of each club. The officer list should be submitted along with the club registration.

4-H Membership

- a. Youth in the first grade are eligible to enroll in the 4-H program. First and second graders will participate in 4-H as Cloverbuds. Clubs have the option to extend Cloverbud membership to youth in Kindergarten. Youth will continue to be eligible for membership through the year following their graduation from high school.
- b. Home Schooling - Children who are home schooled will participate in 4-H in their declared grade.

- c. Graduation – Racine County recognizes full graduation for those who wish to cease 4-H membership upon graduation from high school. High School seniors, and those participating as members in the year following high school graduation, will be eligible to participate through the entire 4-H year.
- d. All participants in the 1st and 2nd grade can only take the Cloverbuds Project.
- e. Third graders are eligible for no more than two projects.
- f. Any member in the 4th grade and up may take an unlimited number of projects.
- g. A member must be at least in the 4th grade of the enrollment year to take a large animal project. (Large animal projects include sheep, goats, swine, beef, dairy, and horse, and llamas) NOTE: Agricultural Society rule – member must be 10 years old by January 1 and not more than 19 years old by January 1.
- h. Enrollment and Behavior Expectation Forms are to be submitted to the County Extension Office by these deadlines:
 - November 1 – **Enrollment deadline** for all re-enrolling members.
 - March 1 – Deadline for any **project changes/additions** to be able to show in the Racine County Fair. New members enrolling by this date may exhibit at the county fair.
 - After March 1 – **New members** may enroll but cannot exhibit in the Junior Fair, but may still be eligible for Open Class.
- i. An enrollment and insurance fee, determined yearly by the Board of Directors of the Organization, must be paid when enrollment forms are submitted. The membership fee must be reduced or waived for individuals who make it known they are unable to pay the fee.
- j. Requirements for a member in good standing.
 1. Members must attend 50 percent of club general meetings and project meetings. Excused absence is granted at the discretion of the club and/or project leadership.
 2. Performance – to be evaluated at the club level, and may include evaluation of:
 - Community Service
 - Fundraising Participation (at the club and county levels)
 - Service on Committees
 - Leadership
 - Project Participation
 - or other 4-H activities
 3. Record Keeping

If requirements are not met, the member may re-enroll on a probationary status for one year, which requires:

- limited enrollment to one project while on probationary status
- that if the member is on probation based on project participation, that the member will not be eligible to enroll in that project while on probationary status.

If a probationary member does not achieve good standing during the year of probation, the member will be ineligible to rejoin 4-H in Racine County for one year. This decision may be appealed to the Racine County 4-H Board of Directors.

Guidelines for 4-H Board of Directors Meetings:

- Attendance at Board meetings is the responsibility of all members. Any member who is unable to attend a meeting should notify the President or the 4-H /Youth Development Agent or the Faculty Assistant prior to the meeting.
- Meetings will be conducted using the current edition of Robert's Rules of Order Newly Revised where they are not in conflict with the by-laws of this organization.
- Minutes of the previous month's meeting and the agenda for the next meeting will be e-mailed or mailed to all Board members at least 5 days prior to each meeting. This will enable each Board member to acquaint themselves with the items to be discussed by the Board.
- Persons not on the Board of Directors, who wish to speak at the Board of Directors meetings, will give one week advance notice to the President or in his/her absence, the Vice President, or the UW-Extension office.
 - The member will be given a specific time to speak at the meeting.
 - Whenever possible the Board will receive background information on the topic being presented by the speaker prior to the meeting.
 - Any decision by the Board will be conveyed to the speaker in writing within five days of the meeting by the Board President.

General Policies:

- No alcohol or illegal substances shall be served or consumed at any Racine County 4-H sponsored event.

STANDING RULES RACINE COUNTY 4-H ORGANIZATION, INC.

The county-wide Standing Rules are hereby accepted at the regular meeting of the Racine County 4-H Organization, Inc. Board of Directors as amended this

_____ day of _____, 20__

Leaders Association President

Leaders Association Vice President

Jr. Leaders Association President

Jr. Leaders Association Vice President

Member at Large

- Passed BOD 8/96
- Passed Leaders Association 8/96
- Revised passed BOD 5/98
- Revised passed Leaders Association 6/98
- Revised passed BOD 4/2000
- Revised passed Leaders Association 4/2000
- Revised passed BOD 5/2/2002
- Revised passed Leaders Association 5/28/02
- Revised passed Leaders Association 10/25/04
- Revised passed by BOD & Leaders Association 4/2006
- Revised passed by BOD _____
- Passed Leaders Associations _____

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University of Wisconsin, U.S. Department of Agriculture and Wisconsin counties cooperating. UW-Extension provides equal opportunities in employment and programming including Title IX and ADA.