



Iowa 4-H Youth Development

Jefferson County

4-H Youth Committee Bylaws

Jefferson County 4-H Youth Development Program Committee

Article 1 – Name

The name of this organization shall be the Jefferson County 4-H Youth (Development Program) Committee.

Article 2 – Purpose

- To develop and implement a balanced 4-H youth program for Jefferson County that supports the mission of the Iowa 4-H Youth Development Program.
- Serve in an advisory capacity to ISU Extension 4-H staff and Extension Council.

Article 3 – Membership

- The Youth & 4-H Committee will consist of a max of 60 members; max of 48 adults and max of 12 youth members.
 - Each of the committees will have 4-5 adults and 2-3 youth per committee. Exception: the Livestock Superintendents Committee may have up to 16 adults.
- The term of office for adult and youth members is January 1 to December 31. Members will be re-appointed every year at the January Extension Council Organizational Meeting.
- The Jefferson County Extension Council will give final approval and appointment for nominees to committees.
- Committee persons will represent diversity in age, gender, race, socio-economic, interests/affiliations, and geographical locations, if possible.
- Qualifications needed to serve are:
 - Ability to work with adults and youth.
 - Interest in promoting Jefferson Co 4-H and youth programs.
 - Commitment to provide positive youth development programs for youth.
 - Understanding of community issues.
- Nominations for new committee members should be brought to the CYC.
 - Nominations may come from recruitment via media, 4-H Newsletter & word of mouth.

Article 4 – Member Duties

- Attend at least 75% of committee meetings.
- Attend two meetings a year with all 4-H Youth Committee members to receive professional development on positive youth development practices and current Data for Decision Makers trends.
- Actively participate to:
 - Review and study youth issues.
 - Identify priorities for programming.
 - Create a plan of action.
 - Review the year's program.
 - Assess successes and future needs.
 - Promote and encourage participation in 4-H youth programs.

Article 5 – Leadership Roles

- Each committee will have a chairperson. Term is for one year beginning in January.
- All chairpersons will form the Program Growth Committee and meet on a quarterly basis to collaborate and provide committee updates, which will be shared with the Jefferson County Extension Council.
 - At two of these quarterly meetings, all committee members will meet together to receive professional development on the topics of:
 - positive youth development practices
 - current Data for Decision Makers trends

Article 6 – Committees

- Each member can serve on up to two committees at one time.
- Standing committees will be:
 - Program Growth Committee
 - The chairs of each committee will form the Program Growth Committee and will meet quarterly.
 - Recruitment
 - Retention and Recognition
 - Livestock Superintendents
 - Static Building Superintendents
 - Showmanship
 - Fundraising
- Responsibilities and duties of each committee are listed on Appendix A, attached to these by-laws.

Article 7 – Policies

- Each committee will meet on a regular basis based on the needs of the committee.
- Scheduled meetings should be communicated to the CYC. The committee chair will need to communicate with the CYC or Extension Council to request their attendance at a committee meeting.
- Any major decision of the committee must be voted upon by a quorum, which consists of 75% of membership of that committee.

Article 8 – Funds

- An annual budget of proposed expenditures will be developed by each committee for the 4-H program in partnership with 4-H Extension staff. It will be presented to the County Extension Council in November of each year for approval of the upcoming fiscal year.
- Additional purchases not included in the budget will need to be taken to County Extension Council for approval.

Article 9 – Amendments

Any suggestions for an amendment need to be presented to the Jefferson County Extension Council.