

STANDING RULES DISTRICT IV 4-H COUNCIL

1. NAME

The name of this organization shall be the District IV 4-H Council.

2. PURPOSE

The purpose shall be to:

- A. Promote and support leadership across the district.
- B. Promote and encourage participation.
- C. Identify needs and interests of 4-H and other youth.
- D. Assist in coordinating 4-H activities in the district.
- E. Advise in the determination of future 4-H programs.

3. MEMBERSHIP

- A. Membership is open to 4-H members regardless of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation or gender identity.
- B. Membership shall consist of two voting delegates, elected by each of the 22 County 4-H Councils.
- C. Members must be at least in the 9th Grade and not more than 12th grade by September 1 of the current 4-H year. Membership shall be for one year beginning and ending at Ultra Leadership Lab. No delegate is eligible to serve more than two years, unless elected as a district officer.
- D. Counties may elect or designate alternate voting delegates in the absence of those elected. The alternates serve in the absence of the elected delegates with all the rights and privileges.
- E. The voting body shall consist of the voting delegates defined in 3B. Each county will be allotted a maximum of two total votes. District officers may be one of these voting delegates, but cannot vote in addition to the county's allotted voting delegates. In the event of a tie, the current President shall cast the deciding vote.

4. OFFICERS

- A. The eight (8) officers and roles of the District IV 4-H Council shall be:
 - a. President - presides over council and serves as delegate to Texas 4-H Council
 - b. 1st Vice President - assumes duties of President and serves as delegate to Texas 4-H Council
 - c. 2nd Vice President - program selection, membership, and district community service chair

- d. Secretary - records and distributes minutes
- e. Social Media – posts information and photos of upcoming and past 4-H events onto the district’s social media platforms
- f. Parliamentarian – assists in maintaining order of the council
- g. Public Relations – develops promotional material for upcoming events; shares that information with the Social Media officer
- h. Health & Safety - provides health/safety information at meetings and events

B. Eligibility for Office

To be eligible for district office, a candidate must:

- a. Be a current member (see Article 3B) of the District IV 4-H Council
- b. Be going into 9th grade or higher AND at least 14 years old as of September 1 of the calendar year in which he/she is installed as an officer (additional age restrictions for state council positions, see Article 5)
- c. Be recommended/approved by his/her County Extension Agent
- d. Remain a member and resident in District IV during their elected/selected term of office or he/she shall relinquish their position on district council pending approval by council advisors.
- e. Must not have previously held the same office on District IV 4-H Council
- f. Must have previously attended a district 4-H Leadership Lab
- g. Counties are limited to no more than 3 positions on district council
- h. Not be one of the 6 at-large positions on the state council

C. Term of Office

District officers shall be District officers shall be elected through a process beginning at the District IV Spring Roundup. The election process will be concluded by May 31. The term of office shall be from the time of installation through elections at the annual meeting the following year.

D. Vacancy

In the event an officer position becomes vacant, the District Extension Administrator, 4-H Specialist, and Council Advisors will determine if it will be re-filled or remain vacant. If the leadership team decides to refill the position, they will provide instruction to the current council on the election procedure.

E. Removal

An officer may be removed of his/her position at the discretion of the District Extension Administrator, District 4-H Specialist, and Council Advisors. Reasons for dismissal include, but or not limited to, Texas 4-H Code of Conduct violations and/or absences from required meetings. All decisions are final.

5. REPRESENTATION ON TEXAS 4-H COUNCIL

The President and 1st Vice President shall serve as delegates to the Texas 4-H Council. If these delegates cannot participate in the required Texas 4-H Council Workshop, an alternate shall be designated in the line of succession from the Executive Committee. Any alternate who attends the Texas 4-H Council Workshop becomes the officially recognized delegate from the district and will fulfill Texas 4-H Council duties throughout the year.

Membership:

See "Texas 4-H Council Membership Requirements" document for eligibility.

6. DISTRICT COUNCIL ELECTION

- A. The election process shall begin during the District IV Spring Roundup, which is determined by the District IV Program Development Committee. Candidates must participate in each section of the election process. Candidates for district office must complete the officer application for District IV 4-H Council in 4-H Connect by the specified date.
- B. A candidate may only run for **ONE** office.
- C. Campaign Poster: Candidates **will be required** to display a trifold (28"x40" max) during the both days of Spring Roundup. Manning the display is optional. No handouts or give-away items will be allowed. A maximum of \$25 can be spent on the display. A copy of the receipts must be provided at check-in.
- D. Election Procedure: The election process will consist of four parts. Those four parts include the application, interview, video, and popular vote. Each part of the election process will be scored by judges or given point values by calculation. Judges will be selected by the District 4-H Specialist and/or District IV 4-H Council Advisors.

Application	25 points	scored by adult judges
Interview	25 points	scored by adult judges
Video	25 points	scored by adult judges
Popular Vote	25 points	scored by adult judges

Total Possible 100 points

- 1. Candidates will submit his/her required application at the time of registering for the election. An adult judge(s) will review and assign points (maximum of 25) to each candidate's application.
- 2. Candidates will be interviewed via Skype, phone, or WebEx and scored accordingly by an adult judge(s) (maximum of 25 points). The District 4-H Specialist may sit in on the interviews and ask questions, but will not take part in scoring.
- 3. All officer candidates will give their campaign speeches through a YouTube Video. (3-minute maximum) and submitted at a designated time.
- 4. Each of the 22 counties in District IV will have the opportunity to cast 2 votes per office. This shall be the consensus of the total county 4-H membership or their County Council. This will be up to the discretion of the respective County Extension Agents. The votes will be submitted by the County Extension Agent to the District IV 4-H Specialist. The popular vote will be converted into a numeric point value (maximum of 25).

5. Each of the candidate's four point sections will be summed for a total point value (maximum of 100). The candidate with the most points shall be elected to the position.

6. The current district council president will only cast his or her vote in the event of a tie.

7. No part of the election process, beyond the name and county of the member elected to each position, will be made public. No comment sheets, notes, scores or rankings will be provided.

7. ANNUAL MEETINGS

An annual meeting will be held during UITra (Ultimate Training) Leadership Lab and other dates/times determined by the District IV 4-H Program Development Committee and/or the District IV 4-H Council. Officers and committee chairs shall give reports of the work that has been done during their term of office at these annual meetings. Standing rules shall be reviewed and revised as necessary.

8. EXECUTIVE COMMITTEE

The Executive Committee shall be composed of the officers listed in Article 4A.

9. COMMITTEES

Special committees may be appointed at any time in any way the President and advisors deem advisable.

10. VOTING BODY

The voting body shall consist of the membership as defined by Rule 3. In the event of a tie, the President will cast the deciding vote.

11. QUORUM

The quorum shall consist of the voting members present at any regular or special meeting.

12. AMMENDMENTS

The Standing Rules may be amended by a two-thirds vote of the District IV 4-H Council but must have the approval of the District 4-H Specialist before amendments can be made. Revisions may be done at any meeting and will become effective immediately following the meeting in which changes were approved. Amendments may be made as needed for administrative purposes by the District IV 4-H Specialist and District Extension Administrator without membership approval.

13. CODE OF CONDUCT

District 4-H Council members are required to follow the stated Texas 4-H Youth and Development Consequences of Misbehavior and Code of Conduct. If a District 4-H Council member is suspected of any illegal activity (consuming alcoholic beverages and/or illegal drugs, etc.), before or during any activity or representation of the District 4-H Council, he/she shall be subject to being sent home and/or to dismissal from the District 4-H Council at the discretion of the District 4-H Specialist, District Extension Administrator, and/or District Council Advisors. If a District 4-H Council member is not

eligible to participate in Texas 4-H activities due to Code of Conduct violations, then he/she is not eligible to be a District 4-H Council member.

14. DISSOLUTION CLAUSE

If the District IV 4-H Council disbands, all real property, including money, equipment and land, becomes the property of the District IV 4-H Program for care and disposition. The last official duty of the Council shall be to transfer the Council property and turn over records to the District IV 4-H Program.

Last Revised: March 6, 2020