



Lincoln County 4-H Dog Project Group Bylaws

Article I. Name

The name of this 4-H Club or Group shall be Lincoln County 4-H Dog Group.

Article II. Purpose

The purpose of this 4-H Group/Committee is to provide Lincoln County 4-H Dog Project members with real-life practical experience in a controlled, supervised environment.

Article III. Membership

Section 3.01 A 4-H member in this group must be in grade three and above and must be enrolled in the 4-H Dog project. All adult committee members must be enrolled 4-H leaders in the dog project.

Section 3.02 All enrolled youth and adults in the dog project are considered voting members.

Section 3.03 Open to any youth within grade parameter – regardless of that person's race, color, creed, religion, sex, national origin, disability, ancestry, sexual orientation, pregnancy, marital or parental status.

Section 3.04 The following are requirements must be met to be recognized as a 4-H Group in Lincoln County, Wisconsin:

- (a) Club or Group/Committee name
- (b) Five or more youth from at least three families
- (c) Adult leadership that has been approved through the Youth Protection Program
- (d) Educational plan which meets the purposes of the 4-H program
- (e) Youth involvement in leadership and decision-making

- (f) Meet on a continuing basis
- (g) Have written operating guidelines, bylaws or constitution approved by members to govern the group
- (h) Successfully complete the 4-H Annual Charter Renewal Packet that includes critical communication, legal, financial and educational accountability requirements. All blanks must be completed and submitted to the county UW-Extension office annually no later than the due date set by the 4-H Youth Development Educator. (Note: This is only required if group maintains their own financial accounts.)
- (i) Must comply with
 - All Wisconsin 4-H Youth Development Policies (<http://4h.uwex.edu/about-4-h/policies/>)
 - 4-H National Headquarters policies, (http://www.national4-hheadquarters.gov/library/4h_polregs.htm)
 - All federal and state laws

Article IV. Parliamentary Authority

Robert's Rules of Order shall govern the meetings of the group.

Article V. Amendments

A simple majority of the total membership may amend the bylaws, provided previous notice is given to the membership at any regular scheduled meeting.

Article VI. Leadership of the Group

Section 6.01 The leadership committee of this 4-H Group shall be:

- (a) Chair/Co-Chairs
- (b) Secretary
- (c) Lead Trainer and Assistant Trainers
- (d) Other Youth and Adults Willing to Help in Providing Leadership

Section 6.02 Qualification for committee members include:

- (a) Any 4-H adult or youth enrolled in the dog project may serve as an officer of the group.

6.03 Election of Officers

- (a) The officers shall be elected at the meeting held following the Lincoln County Fair designated for the purpose. Usually held in August or September.
- (b) All dog project members and leaders are eligible to vote.
- (c) Ties for election of office are to be broken by drawing a card or straw.
- (d) If an officer is unable to fulfill their one-year term, a replacement will be recruited and approved by the remaining committee members.

Section 6.04 Duties of Officers

- (a) The chair/co-chair shall preside at all group meetings.
- (b) The secretary shall keep a record of all proceedings of the group.

Article VII. Club or Group/Committee Volunteer Leadership

Section 7.01 The Group shall be under the direction of Youth Leadership working in partnership with local adult volunteer leader(s).

- (a) Volunteer leadership is open to all adults regardless of that person's race, color, creed, religion, sex, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital or parental status.
- (b) All adult volunteers are required to participate in the Wisconsin 4-H Youth Protection Program prior to becoming a 4-H Volunteer.
- (c) There shall be such volunteer assistant leaders, volunteer project leaders and volunteer youth leaders as are needed to properly advise and assist in carrying on the various projects and in conducting the group program.

Article VIII. Dissolution Clause

Upon dissolution of the 4-H Group any assets must be turned over to a recognized 4-H club/unit/group, with the approval of the county 4-H Youth Development Educator consistent with Wisconsin 4-H Youth Development approved financial practices and policy.

Article IX. Meetings

Section 9.01 Regular Meetings

- (a) Regular meetings of the group are scheduled as follows: The first take place in January/February where plans are made for the upcoming year's training and show; a second meeting is held the week prior to training beginning to provide an orientation for members participating; and the final meeting is held after the county fair show in order to review this year's training, show and elect officers for the following year. Additional meetings will be scheduled as needed.

Section 9.02 Quorum

A majority of the enrolled members of the group will constitute a quorum. A quorum must be present when business is transacted.

Article X. Group Organization

Section 10.01 Group Planning Year

- (a) The 4-H year is continuous and should be consistent with the county 4-H Leaders Association annual year.
- (b) The Wisconsin 4-H membership year is defined as October 1 – September 30 for the purpose of definition in Wisconsin 4-H Policies.

Section 10.02 Group Fiscal Year

- (a) The Wisconsin 4-H fiscal year is defined as July 1 – June 30.
- (b) All Dog Project Group funds will be managed by the Lincoln County 4-H Leaders' Association treasurer, with balances provided as requested.

Section 10.03 Group Reporting

- (a) All decisions and policy changes will be recorded by the group secretary in the meeting minutes.
- (b) Annually, or as requested, the group will provide a summary of activities to the 4-H Leaders' Association. A copy of the summary will also be given to the 4-H Youth Development Educator to be kept on file.

Article XI. Additional Club Policies and Standing Rules

The following guidelines will be enforced to provide a safe, positive experience for all youth involved in the project:

- Youth need to be paying attention to their dog and keep enough space between your dog and other dogs for safety. It has worked to keep dogs at least 6 feet apart to avoid safety issues. The committee recommends that youth follow this guideline for their safety and their dog.
- It is the discretion of the lead trainer to ask an aggressive/uncontrollable dog and/or a youth who is not paying attention to their dog to leave/not allow back to trainings and to fair show. The dog committee will follow up with written notification of conditions for the dog and/or youth to return to trainings and to fair show. This is not meant to discourage individuals from bringing your dog to trainings, but if your dog continually shows aggression or is uncontrollable you will be asked to leave and not allowed back with that dog for the safety of everyone involved in the project.
- Female dogs that are not spayed are not allowed at trainings or the fair show if they are in season. If you are not sure if your dog is in season, please have your dog checked by a vet the day of training to be sure. The youth is encouraged to come to trainings without their dog to keep up on what is being covered during the training.
- Dogs that pee on/in agility equipment will be required to wear a diaper for trainings and fair show or they will not be allowed to use the equipment. The youth is responsible for providing the diaper for their dog.

Review and Approvals

Review by 4-H Youth Development Staff (Date and Signature) August 28, 2017 Derek K. M...

Date Approved by Membership August 28, 2017

Required Signatures

Co-Chair Bryden Mays Date 8/28/17

Co-Chair Yma Dengel Date 10-24-2017

Secretary Joy Eaters Date 8.28.17