

CONSTITUTION AND BY-LAWS

NEW BRUNSWICK WESTERN, CENTRAL, SOUTHERN, EASTERN, NORTHEASTERN DISTRICT 4-H COUNCIL

(Revised March 2022)

- A. **NAME:** The name of the organization shall be the New Brunswick Western, Central, Southern, Eastern, Northeastern District 4-H Council.
- B. **OBJECTIVE:** The objective of the Council is:
1. To foster 4-H Club ideals and to advance the standard and scope of the 4-H work within the district.
 2. To develop a coordinated district program by arranging inter-club events and activities.
 3. To be a medium for coordinating and expressing the opinions and views of the district 4-H club members and leaders.
 4. To be an agency through which 4-H club work may be affiliated with rural organizations.
- C. **MEMBERSHIP:** The members of the organization shall be: All 4-H clubs within the district.
- D. **REPRESENTATION:** 1. Each 4-H club shall be represented on the district council by a maximum of two voting youth and two voting leaders.
2. Any club member or leader is welcome to attend and participate in discussion.
 3. The district from which the President comes from will get an additional vote.
 4. Each club shall elect their representative before the annual meeting. If he/she is unable to attend, it is his/her responsibility to find a suitable replacement and to brief the substitute on previous happenings. A youth can only be replaced by a youth and a leader can only be replaced by a leader. As a representative, you must attend 75% of meetings.
 5. There shall be no limit to the number of years the representative may serve.

6. Any representative leaving 4-H must be replaced by the club as soon as possible.

E. OFFICERS:

1. The officers of the district council will consist of a President, Vice-President, Secretary and Treasurer that have sat for one year previous on the district council.

2. They shall hold office for no more than two (2) consecutive years.

3. Members for the office shall be nominated for election at the Annual General Meeting.

4. Yearly audit to be executed by a non-council member.

5. Representatives to the Provincial Show Committee (2) and the Provincial Board of Directors (2) will be selected at the Annual General Meeting.

Representatives may be nominated by the district and need to have been involved in the 4-H program for one year prior. Selected representatives will have to participate at the district level but do not have to be a voting member. They need to attend district meetings to give updates and answer any questions the district has.

6. The newly appointed Provincial Show representatives will sit on the Provincial Show Committee along with the previous representatives until September after the Provincial Show as non-voting members. They will become voting members once the previous representatives are removed after the Provincial Show. The Provincial Board of Directors will follow the same structure and will have the newly appointed representatives replace the previous representatives at the Annual General Meeting.

7. Two senior youth delegates will be selected to sit on the Provincial Youth Advisory Committee. Interested members will write a paragraph to the district on why they want to sit on the Youth Advisory Committee and will be voted on at the district Annual General Meeting. (See Youth Advisory Committee Application).

F. FISCAL YEAR:

The fiscal year shall be September 1st to August 31st.

- G. ANNUAL MEETING:** The Annual Meeting shall be held in May prior to provincial council AGM held in November. The selection date and time shall be done in the yearly plan at the annual meeting. Representatives from clubs in good standing with the district to provincial council shall be voted on in May of current year, prior to the November provincial AGM. Once the representatives are selected, the N.B. provincial office shall be notified. These individuals will sit for a two-year renewable term.
- H. MEETINGS:** There shall be a minimum of 4 meetings a year. A yearly meeting plan shall be prepared and presented at the annual meeting and given to each leader.
- A. Executive Meetings:**
1. Shall be called at the discretion of the President.
 2. No fiscal policy may be passed at an executive meeting without the consent of the Council.
- B. Special Meetings:**
1. Shall be called on sufficient notice from the executive.
- I. ANNUAL DUES:** Annual dues will be determined and approved by the district council. All clubs must be in good standing with the district in order to participate in district activities.
- J. QUORUM:**
- A.** A representative from at least 50% plus one of attending clubs shall constitute a quorum.
- B.** All members of the executive must be present for an executive meeting.
- C.** Meetings may be held in person or virtually.
- K. AMENDMENTS:** Amendment recommendations to the constitution may be made by a motion carried from the district at an annual meeting in writing to the New Brunswick 4-H Council for consideration.

INTERPRETATION

1. **In Good Standing (member/leader/volunteer):** An individual is considered in good standing if they have completed all screening and training requirements and paid any fees if applicable.
2. **In Good Standing (club):** A club is in good standing if all members/leaders/volunteers are in good standing and the club has paid any district or provincial fees required.
3. **District Council (Board of Directors):** A committee made up of a maximum of two voting youth and two voting leaders from each club. The club from which the president comes from will have an additional vote.
4. **N.B. Council:** A committee made up of two voting directors from each district. The district from which the President is from will have an additional vote.
5. **District Voting Member (youth):** any youth in good standing.
6. **District Voting Member (leader):** any leader in good standing.
7. **Youth Advisory Committee:** Two youth members from each district will make up the Youth Advisory Committee.