

Kansas 4-H Youth Leadership Council Constitution

Article I - Name

The name of this organization shall be the Kansas 4-H Youth Leadership Council.

Article II - Purpose

The purpose of this council is to involve youth with Kansas State University Research and Extension in promoting, developing, implementing, and evaluating Kansas Extension 4-H and Youth Development programs in order to reflect the needs and interests of the youth in the state. Kansas 4-H Youth Leadership Council is an equal opportunity provider.

Article III - Members

The composition of the Kansas 4-H Youth Leadership Council shall be the present Elected Council Members, current National 4-H Conference delegates, and National Conference Delegates beginning a two-year term starting with their selection at the Kansas Youth Leadership Forum (KYLFF). They will serve as voting members of the council.

Article IV - Functions

Members of the Kansas 4-H Youth Leadership Council shall:

1. Promote teen member interest in the Kansas Extension 4-H and Youth Programs.
2. Represent youth views to K-State Research and Extension and its cooperating partners concerning the Extension 4-H Youth Development programs in Kansas.
3. Help develop, improve, and implement teen programs for Kansas youth.
4. Promote networking and communication among Extension 4-H Youth Development Program participants in the state.
5. Promote public relations between 4-H and other youth organizations in Kansas.
6. Determine the time and place of the annual leadership conference.
7. Manage and conduct the annual leadership conference.
8. Council officers are expected to attend the following:
 - Kansas 4-H Youth Leadership Council Meetings
 - Kansas Youth Leadership Forum
9. Attend events, meetings, and activities upon request.
10. Plan, arrange, and conduct Campference and Citizenship in Action.

Articles V - Elected Council Members

Section 1

The officers of the Kansas 4-H Youth Leadership Council shall be the President, Vice President, Secretary and Public Relations Director..

Section 2

Council Members shall be 4-H members 14 to 18 years of age by January 1 of the current year.

Section 3

If any officer is unable to fulfill his or her term, the person selected to fill the vacant office will be able to run for that office after serving the partial term if he/she is re-elected and chooses to do so.

Section 4

If, for any reason, the President cannot fulfill his or her term, the Vice President shall assume that office and a new Vice President shall be elected for the duration of the term as stated in Section 5.

Section 5

If, for any reason, the Vice President or Secretary cannot fulfill his/her term, a new officer shall be selected from the membership and voted upon by the Kansas 4-H Youth Leadership Council for the duration of the term.

The selection of a council member for a vacated position will be made by the Kansas 4-H Youth Leadership Council and the alternates from the election will be approved in rank order. If all decline, an appointment will be made by the Executive Committee, including the President, Vice President, and the Secretary. The Executive committee shall conduct business only if an emergency situation arises.

Section 6

An interested party may both run for a council position and apply to be a National Conference delegate for the coming year. If a national conference nominee is granted a position on the council, then selected for National Conference, the next ranking council nominee from their Extension area will be placed on the Youth Council. Current National Conference delegates may not run for a position on the Youth Council.

Article VI - Duties
Section 1

The roles of the Council Officers and National 4-H Conference Delegates are important and involved. As members of the 4-H Youth Leadership Council, the officer team must function fully, responsibly, and successfully in their duties.

A) PRESIDENT

1. Preside at all meetings.
2. Develop agenda for all meetings.
3. Follow-up on progress of officer team responsibilities and offer assistance and/or suggestions as needed.
4. Chair the Executive Committee.
5. Delegate chairs for all other committees.
6. Term shall be limited to 2 years.

B) VICE PRESIDENT

1. Preside over meetings in the absence of the President
2. Organize committee work.
3. Follow-up on committee progress and offer assistance and suggestions as needed.
4. Serve on the Executive Committee.

C) SECRETARY

1. Assist in preparation of the agenda for each meeting.
2. Keep accurate minutes of all Kansas Youth Leadership Council meetings.
3. Set-up registration and roll call for the Kansas Youth Leadership Forum.
4. Keep all minutes, roll calls, and committee reports in official notebook.
5. Serve on the Executive Committee.
6. Summarize evaluations and provide a written report on all major meetings held.

D) PUBLIC RELATIONS DIRECTOR

1. Serves as the Chair of the Public Relations Committee
2. Not required to serve on another committee due to their focus being on promotion of Youth Council, Youth Council Events, and 4-H in general.

E) EXECUTIVE COMMITTEE

1. The executive committee shall be composed of the following: The President, Vice President, Secretary, and Public Relations Director.
2. Conduct business only if an emergency situation arises.
3. Work with advisors on case-by-case attendance situations.

F) COMMITTEES

1. Committees will be designated to help plan and organize all Youth Council events, including, but not limited to: Campference, Citizenship in Action, and KYLF.
2. Additional Committees may also be designated as deemed necessary by the executive committee.

G) NATIONAL 4-H CONFERENCE DELEGATES

1. Opportunity to serve on Standing Committees.
2. Liaison between National 4-H Conference and the Kansas 4-H Youth Leadership Council.
3. Liaison to State 4-H Youth Development Advisory Committee.
4. Conference delegates may serve as officers on the Youth Council.

Section 2

The Council members of the Kansas 4-H Youth Leadership Council will have the responsibility to:

A) Work with State and Area Extension 4-H Youth Development Staff at:

1. All state 4-H functions across the state as invited and needed.
2. Kansas State Fair:
 - a) attend contests and judging events as invited.

- b) work with 4-H public relations.
- c) present at any other meetings or functions as invited.

- B) Speak across the state for Extension 4-H Youth Development Programs at:
- a) Achievement Programs & Banquets
 - b) Area teen and leader forums
 - c) Area workshops, trainings and conventions
 - d) Provide general public relations at the local, area, and state levels

Section 3

All Council Members will have the responsibility to:

- A) Carry out specific official duties and consult and communicate with their parents, leaders, and extension agent(s) about their responsibilities.
- B) Relay information from counties in their area to the Kansas 4-H Youth Leadership Council.
- C) Communicate information from Kansas 4-H Youth Leadership Council to their counties/area.
- D) Travel, when asked, to state functions.
- E) Speak at county, area, and state 4-H events as invited.
- F) Involve Kansas 4-H at the Kansas Youth Leadership Forum.
- G) Work on committees as appropriated by the executive committee:
 - 1) Do the work requested by their respective committee chair.
 - 2) Attend and work at the event their committee is concerned with.
- H) Attend Youth Council events as requested.

Section 4

Because active involvement in the affairs and meetings of the council is a necessity for all Youth Council Members, and because communication between members of the council is key to successful operation of the group, the following attendance policies shall govern the elected council members, as well as the National 4-H Conference Delegates:

- A) Members of the Youth Leadership Council with more than one (1) unexcused absence during a council year shall be subject to dismissal from the council.
- B) Members of the Youth Leadership Council with more than three (3) absences, excused or unexcused, during a council year shall be subject to dismissal from the council.
- C) Exceptions may be granted for special circumstances, but will be considered on a case-by-case basis. The Executive Committee and the advisors of the Youth Leadership Council shall have sole discretion to determine if an individual's circumstances merit an exception from this provision.

Section 5

The Kansas 4-H Youth Leadership Council shall be advised by State and Area 4-H Youth Development Staff as designated by the Assistant Director, K-State Research and Extension, 4-H Youth Development.

Section 6

Attendance will be taken at all affairs/meetings and reported to the Secretary of Youth Council.

Article VII - Voting Delegates

Each county may have two voting delegates.

Article VIII - Voting Procedures

Section 1 - Constitution

The Kansas 4-H Youth Leadership Council Constitution will be adopted and amended by the voting delegates at the KYLF.

Section 2 - Election procedures

All elections for the Kansas 4-H Youth Leadership Council shall be governed by procedures, regulations, and guidelines set forth by the Council. These guidelines shall be made available upon request to any interested parties. These guidelines shall also be made available to all candidates for the Kansas Youth Leadership Council. These guidelines shall be reviewed by the Council on a regular basis and changed as necessary.

Any 4-H member, between the ages of 14-18 by January 1 of the current year can apply for a position on the Kansas 4-H Youth Leadership Council. Applications will be available through local Extension Offices. Completed forms shall be sent to the State 4-H Office. A selection committee (which may be composed of but is not restricted to an Extension Agent, a retiring council member, Area Extension 4-H Specialist and a volunteer) shall screen all applications. Up to twelve 4-H members from each Extension Area will be

selected to go through an interview process at KYLF. Up to six 4-H members from each Extension Area will be selected to participate as candidates in the election of the Kansas 4-H Youth Leadership Council at KYLF.

If an applicant applies for a term but has been removed from the youth council due to the breaking of the Kansas 4-H Code of Conduct or the Youth Council Constitution in previous years, their application is subject to removal at the discretion of the screening panel.

At the forum, candidates will meet with their own respective Extension Area to give a speech and answer questions. Voting Delegates representing counties and districts will cast the votes for the council. Three candidates will be elected from each Extension Area. The elected council members will meet and select their officers.

If one Extension Area cannot produce three applicants, the Extension Area with the most delegates at KYLF will elect as many extra Youth Council Members as needed to fill the spots left open by the Extension Area short on Nominees.

Section 3 - Other Business

Any other business brought before the membership will be voted on by voting delegates.

Article IX - Meetings

Section 1

The annual meeting of the membership shall be held at KYLF.

Section 2

The meetings shall be held to:

1. Empower Kansas youth with the tools necessary to form partnerships between youth, volunteers, extension staff, and communities.
2. Create an environment for 4-Hers to network and share ideas, programs, and experience with other 4-Hers from across the state.
3. Provide an opportunity for Kansas 4-H youth to have a voice in the development and implementation of 4-H programs at all levels.
4. Provide an opportunity for youth to experience the diversity of our global community
5. Develop a model for leadership involvement and recognition among youth

Section 3

The quorum shall be the voting delegates present at the meeting.

Article X - Committees

Section 1

Committees deemed necessary by the Kansas 4-H Youth Leadership Council shall be appointed by the President. Special committees shall be appointed for a length of time necessary to accomplish their assignment.

Article XI - Powers

The Kansas 4-H Youth Leadership Council has the authority and power to delegate responsibilities in order to carry out the purposes stated in Article II.

Article XII - Finances

The Kansas 4-H Youth Leadership Council has the power to raise, receive, and dispense funds as membership deems necessary within the Guidelines for Use of the 4-H Name and Emblem (5 U.S.C. 301; 18 U.S.C. 707 published in the Federal Registrar, August 2, 1985. Amended in the Federal Registrar March 17, 1987 and IRS let of 501(c)3 authorization dated February 9, 1973.) and the Director, Kansas State University Research and Extension.

Article XIII - Amendments

Amendments to this Constitution may be made at any annual meeting by a two-thirds vote. *Proposed amendments will be submitted to KYLF participants upon registration at the Kansas Youth Leadership Forum.*

Article XIV - Parliamentary Authority

The rules contained in the current edition of *Roberts Rules of Order Newly Revised* shall govern the Council in all cases in which they are applicable and in which they are not inconsistent with these bylaws and any special rules of

order the Council may adopt.

Article XV - Dissolution

In the case of dissolution of the Kansas 4-H Youth Leadership Council, all funds shall be divided equally between the Department of Extension 4-H Youth Development and the Kansas 4-H Foundation, to be used for Extension 4-H and youth programs.

Constitutional changes approved by voting delegates at 2001 Kansas Youth Leadership Forum. December 1, 2001 SLC
Changes approved by voting delegates at 2002 Kansas Youth Leadership Forum November 23, 2002, BAH
Changes approved by voting delegates at 2003 Kansas Youth Leadership Forum November 22, 2003, BAH
Changes approved by voting delegates at 2005 Kansas Youth Leadership Forum November 21, 2005, JW
Changes approved by voting delegates at 2006 Kansas Youth Leadership Forum November 18, 2006, VLR
Changes approved by voting delegates at 2007 Kansas Youth Leadership Forum January 4, 2008, JW
Changes approved by voting delegates at 2008 Kansas Youth Leadership Forum November 22, 2008, KBC
Changes approved by voting delegates at 2010 Kansas Youth Leadership Forum November 20, 2010, BAH
Changes approved by voting delegates at 2013 Kansas Youth Leadership Forum November 23, 2013, BAH