

CONSTITUTION

ARTICLE I: NAME

The name of this organization shall be White County Agricultural Association, Incorporated.

ARTICLE II: MISSION STATEMENT

The purpose of this organization shall be:

1. To encourage the adoption of better agricultural and home economic practices in White County through 4-H.
2. To promote and aid the Cooperative Extension Service by sponsoring and providing funds and policy needed for the 4-H Program and the 4-H Club Exhibit in White County.
3. To provide, supervise and control the 4-H Club buildings and grounds of White County.

ARTICLE III: CONTINUATION OF ORGANIZATION

The period of time during which this organization is to continue as a corporation is perpetual.

ARTICLE IV: ADDRESS

The mailing address of this organization is 12 N 25 E, Reynolds, Indiana, 47980.

ARTICLE V: ADVISOR

The organization's advisor is the current Extension Educator with primary 4-H Youth responsibilities.

ARTICLE VI: NOT-FOR-PROFIT CORPORATION

This corporation shall be a non-stock, non-profit sharing organization.

ARTICLE VII: MEMBERSHIP

The membership shall consist of a board of directors made up of:

1. Two (2) representatives from each of the following townships in White County selected according to the plan outlined in the bylaws: Big Creek, Cass, Honey Creek, Jackson, Liberty, Lincoln, Monon, Prairie, Princeton, Round Grove, Union, and West Point;
2. The White County 4-H Junior Leader president or proxy;
3. The County Extension Educators in the county shall be ex-officio members of the Board of Directors.
4. It is the policy of the Organization that all persons shall have equal opportunity and access to its programs and activities without regard to race, religion, color, sex, national origin, age, or handicap.

ARTICLE VIII: VACANCIES

In the event a position on the Board of Directors is vacated mid-term, a new director from said township shall be suggested to the Nominating Committee and voted upon by the Board of Directors. The new director shall serve the remainder of the calendar year in which the vacancy occurred and seven (7) full calendar years thereafter.

ARTICLE IX: OFFICERS

The officers of this organization shall be a president, a vice president, a secretary, and a treasurer; all of whom shall be elected by the Board of Directors as provided in the bylaws and shall serve for a period of one (1) year or until their successors are elected and qualified. No officer shall serve more than two (2) consecutive years in any particular office. No officers may live in the same household or be related as spouses, parent and child, or siblings. Election of officers shall be held at the September meeting. Officers shall assume their roles on January 1st. Any member who has been a director for at least one (1) year is eligible to hold an office (excluding the Junior Leader president/proxy and ex-officio members).

ARTICLE X: COMMITTEES

This organization shall include four (4) board committees: 4-H Programming, Development, Event, and Grounds. Sub-committees (board and/or advisory) may be formed and dissolved as needed. The chairs of the four (4) board committees shall be selected by all members of their respective committees present at the September meeting. The four (4) board committee chairs must be directors and will assume their roles on January 1st and shall serve for a period of one (1) year or until their successors are selected and qualified. No committee chair may serve more than two (2) consecutive years as the chair of any particular committee.

Committees and sub-committees shall make recommendations to the Board of Directors in areas under their expertise. The Board of Directors may delegate specific management and/or decision-making functions to committees and sub-committees through the passing of a motion. All items involving financial commitments shall require a motion for action, whether granting decision-making authority to committees or requiring further approval of the Board of Directors. The committee and/or sub-committee shall be required to provide the Board of Directors with updates on the progress of their delegated actions during monthly Board of Directors meetings.

ARTICLE XI: EXECUTIVE COMMITTEE

The Executive Committee shall be composed of the four officers and four committee chairs.

BYLAWS

SECTION I: MEMBERSHIP

- a. The Nominating Committee shall accept nominations for potential new township directors. Exiting directors are encouraged to assist in locating new directors from their townships. All nominees must be voted upon by the Board of Directors.
- b. First priority for replacing directors shall be given to individuals from the townships with the vacancies or expiring terms, but individuals who reside in any townships in White County may be considered. If there are no nominees who reside in White County, individuals who

reside in adjacent counties and volunteer in the White County 4-H program may likewise be considered.

- c. Directors' terms shall begin on January 1st and end on December 31st. A term is eight (8) years.
- d. The White County 4-H Junior Leader Organization shall be represented by the 4-H Junior Leader president or proxy.
- e. Each Agricultural Association Director must adhere to and sign all required 4-H Adult Behavioral Expectations forms and complete the volunteer enrollment process.

SECTION II: SPECIAL MEETINGS

Special meetings may be held upon the call of the president or by written petition of six (6) directors presented to the president, provided notice of the time and place of said meeting is given to all directors 24 hours in advance.

SECTION III: DUTIES OF BOARD OF DIRECTORS

The duties of the Board of Directors shall include the following:

- a. Select dates, places and policies in holding the annual 4-H Club Exhibit.
- b. Manage the White County 4-H Fairgrounds and exhibit facilities.
- c. Handle and solicit public and private monies for the White County 4-H Program.
- d. Advise and counsel the County Extension Service Office on the 4-H Program.
- e. Directors are expected to attend all meetings. Directors are required to attend at least eight (8) regular meetings within a calendar year. Any director who has not attended at least eight (8) regular meetings within a calendar year and/or has had three (3) consecutive absences will be notified by letter that he/she has thirty (30) days to submit his/her resignation or intent to continue his/her position on the Board. If no response is received from the director in question, he/she will be removed from that position, and steps will be taken to fill the vacancy. Directors may attend in person or remotely if technology is in place to provide for that option. However, no more than three (3) regular meetings within a calendar year may be attended remotely. Directors attending remotely shall be considered in attendance and shall be expected to vote by roll call.

SECTION IV: PRESIDENT AND VICE PRESIDENT DUTIES

It shall be the duty of the president to preside at all meetings of the Association and to call any meetings of the directors deemed necessary for the welfare of the Association. He/she shall have general supervision over all departments in matters connected in any way with the exhibit and shall order the enforcement of all rules of the Association. In the absence of the president or inability to serve, the vice president shall perform all such duties that belong to the president.

SECTION V: SECRETARY AND TREASURER DUTIES

The secretary shall keep the records of the association. With the approval of the directors, the treasurer shall receive all money payable to the Association and disburse same, keeping proper records. When writing checks on behalf of the White County Agricultural Association, a second signature shall be required for any amount equal to or greater than \$2,500. The books shall be

open for information to the directors at any time. The treasurer shall perform all such other duties as are usually required of like officer and request an annual or semi-annual audit/financial review as set forth below. The Board of Directors shall provide crime/employee dishonesty insurance coverage for the treasurer, the amount and character to be determined by the directors.

SECTION VI: AUDIT/FINANCIAL REVIEW

Annually or semi-annually the Board shall hire an auditing/accounting firm whose duty it shall be to examine the books and vouchers of the treasurer and report the results of their examination to the directors.

SECTION VII: SUPPLEMENTAL RULES AND PARLIAMENTARY PROCEDURE

A quorum of 50% of the voting members of the Board shall be required to vote upon any items of business and/or motions for the Board, with the exception of amendments to the Constitution and Bylaws as described below. All supplemental rules and regulations that may be required for promoting the purposes of this association and not inconsistent herewith may be proposed at any regular meeting of the directors but shall be laid over to the next regular or subsequent meeting for regular adoption. Robert's Rules of Order shall be the accepted manual of parliamentary procedure for Board meetings and actions.

SECTION VIII: DISSOLUTION

The Executive Committee of the White County Agricultural Association is directed in case of dissolution of the organization, after all debts are paid, to transfer and assign all principal, income, and assets of the organization to the Indiana 4-H Foundation, Inc. for the exclusive use of the 4-H Program through the Purdue Cooperative Extension Service.

SECTION IX: CONSTITUTION AND BYLAW AMENDMENTS

These bylaws may be changed, amended, or added to at any regular meeting of the directors provided that two-thirds (2/3) of the membership shall concur therein. Written notice of the proposed amendments must have been sent to the membership at least seven (7) days prior to the meeting. Proposed amendments must be read at two (2) consecutive meetings before they may be voted upon by the membership.