

## **4-H Club By-Laws - OPTIONAL - Template**

*The 4-H Club Constitution is required for every 4-H Club. Though optional, Clubs may create their own set of operational "By-Laws", as long the added rules do not conflict with the Club Constitution.*

*Include any additional Club rules, guidelines, expectations or policies not listed in the constitution: dues, committees, achievement requirements, record books, project exhibition, fund raising, club trip, etc.*

*Below are examples of optional articles that could be included in a 4-H Club's By-Law.*

### **4-H Club By-Laws**

**Article I.** The name of the Club shall be \_\_\_\_\_  
4-H Club (the "Club"). Organized in the County of \_\_\_\_\_,  
OH.

#### **Article II. Meetings**

- Meetings held at on the 3<sup>rd</sup> Wednesday, 7 pm, monthly.
- The re-organization meeting held the third Wednesday in January.
- The annual achievement and awards program held the 3<sup>rd</sup> Wednesday in October.

#### **Article III. Policies**

- The Club will hold meetings that include business, social and recreation activities, and hands-on fun learning.
- A simple majority of "votes in favor" will pass decisions.

#### **Article V. Parliamentary Procedures**

- The Club will use basic principles of parliamentary procedures as defined in Roberts Rules of Order.

**Continued**  
**4-H Club By-Laws**

**Article VI. Officers**

- Election of officers will occur one month after the re-organization meeting.
- Nominations from the floor will also be permitted.
- The Club will vote on vacancies in any given office.

**Article VII. Committees**

- Standing committees will be: (1) Awards and Recognition Banquet Committee, (2) Fundraising Committee, (3) Community Service, (4) Constitution and By-laws. (5) Activities Committee.

These By-Laws have been adopted by the members of

\_\_\_\_\_ 4-H Club

On date \_\_\_\_\_

Signature \_\_\_\_\_

Print name here \_\_\_\_\_  
Club Organizational Advisor

Date \_\_\_\_\_

Signature \_\_\_\_\_

Print name here \_\_\_\_\_  
Club Youth President

Date \_\_\_\_\_

Date(s) of amendment: \_\_\_\_\_