



UW-MADISON EXTENSION

WISCONSIN 4-H LEADERSHIP COUNCIL BY-LAWS

Revised: May 2025

Article I - Name

The name of the group shall be Wisconsin 4-H Leadership Council. From this point on in this document, it shall be referred to as WLC.

Article II - Purpose

The purpose of WLC is to provide a statewide forum for 4-H Youth Development in which youth and adult volunteer leaders discuss ideas and provide input to enhance UW-Madison Division of Extension 4-H and Positive Youth Development programs at the state, county, and local level.

- To be advocates for Wisconsin 4-H and related Positive Youth Development Programs
- To provide input into enhancing Wisconsin 4-H and related Community Youth Development Programs
- To model youth in leadership roles and youth and adult partnerships
- To provide education and leadership opportunities for others
- To engage youth and adult volunteers in statewide leadership roles

Article III - Membership

Section 1. WLC shall be comprised of no more than 32 members.

Section 2. Membership of WLC shall be comprised of:

- 12 adult members – 3 from each Wisconsin 4-H designated Region, plus 3 at Large (See Map in Application)
 - The number of vacancies will be determined by the council with the goal of opening half of the seats to election each year.
 - If there are not sufficient applications to fill the positions by region for a given year, the delegates to Fall Forum will have the opportunity to:
 - Fill the seat/s by electing a member/s for a TWO year term.
 - Interested applicants must complete a modified application form before the regional elections of Fall Forum.
 - If elected, their position is pending per recommendation feedback from county 4-H staff and another reference.
 - One-year terms can be offered to members still eligible for WLC membership if there is a need for them the following year
 - Any third year member on a 1 year term are not eligible to run for an officer position unless other eligible members are not interested
 - Leave the seat/s vacant until the following election
 - Adult WLC members must be enrolled 4-H Volunteer Leaders who have completed all Volunteer Requirements.

- 20 youth members currently enrolled in WI 4-H and in 9th through 11th grade (12th grade for a 1-year term) at time of election
 - 5 from each Wisconsin 4-H designated Region
 - In order to have 20 youth WLC members, any additional youth positions will be filled at large for one or two year terms.
 - If there are not sufficient applications to fill the positions for a given year, the delegates to Fall Forum will have the opportunity to:
 - Fill that seat by electing a member at large from applicants not selected in their own region.
 - Fill that seat by electing a member for a TWO year term.
 - Interested applicants must complete a modified application form before the regional elections of Fall Forum.
 - If elected, their position is pending per recommendation feedback from county 4-H staff, their parent/guardian and another reference.
 - One-year terms can be offered to prior WLC members still eligible for WLC membership if there are any unfilled spots for the following year
 - Any third year member on a 1 year term are not eligible to run for an officer position unless other eligible members are not interested
 - Leave that seat vacant until the following election.

Section 3. Membership is open to all persons regardless of race, color, creed, religion, sex, national origin, disability, ancestry, sexual orientation, pregnancy, marital or parental status. All 4-H Youth Development programs must comply with federal and state nondiscrimination laws.

Section 4. An adult member of WLC is allowed to serve no more than two consecutive two-year terms, except for the following situation:

- A current member of WLC is finishing up the term of a previous member, constituting a partial term. She/he is therefore allowed to run for two consecutive terms following the end of her/his partial term.
- An additional 1-year term is allowed if there are not enough adult candidates to fill all open spots at the end of the consecutive two two-year terms.

After the initial terms, an adult member may be elected to WLC for an additional two consecutive terms once a minimum of a year has passed.

Section 5. A youth member is only allowed to serve one complete term on WLC except for the following situations:

- A current member of WLC is finishing up the term of a previous member, constituting a partial term. He/She is therefore allowed to run for a complete term following the end of his/her partial term.
- A current member whose term is about to expire and is still within the age regulations set forth by the council may run again.

Section 6. All youth and adults must complete the Wisconsin 4-H Leader Council Application 5 weeks before Fall Forum of the year they wish to apply for a WLC position. If there are not enough applicants, the deadline may be extended.

- Section 7. A committee comprised of current WLC Leadership Team members and Wisconsin State 4-H Staff will review all applications to determine eligibility.
- Section 8. WLC Elections will occur annually at the Fall Forum with each county casting one vote for each open seat for representative(s) in their regions or at large.
- Section 9. WLC Terms begin and end with elections at Fall Forum.

Article IV - Election of Officers/Representatives

- Section 1. At the election of officers, youth and adults who currently serve on WLC shall be eligible to vote.
- Section 2. Elections of Co-Presidents, Co-Vice-Presidents, and Secretary shall take place during a business meeting at Fall Forum prior to the election of new members.
- Section 3. To be elected, a candidate must receive a majority of the ballots cast.
- Section 4. If no candidate receives a majority of the ballots, the one receiving the least number of votes is dropped and the voting is continued.
- Section 5. Officers shall be installed at the Fall Forum Closing Program.
- Section 6. The following officer positions shall be elected annually from members who have currently completed at least one year on WLC.
- Co-Presidents – 1 adult, 1 youth
 - Co-Vice-Presidents – 1 adult, 1 youth
 - Secretary – either youth or adult
- Section 7. The election of the representatives listed below shall take place after the election of new WLC members at the first meeting. First and second year members are eligible to run and vote for these positions.
- 4-H Foundation – 1 adult, 1 youth; one year terms
 - Hall of Fame Committee – 2 adults, 2 youth; ideally alternating two year terms for both youth and adult positions, with 1 adult and 1 youth being elected each year and/or as needed to fill a vacant position

Article V - Duties of Officers

- Section 1. Co-Presidents: The presidents shall provide overall leadership for WLC; developing meeting agendas, presiding at all meetings and appointing committees as necessary.
- Section 2. Co-Vice Presidents: The duties of the vice presidents shall be to preside over meetings in the absence of the president and serve on or as a liaison to committees. They will also be responsible for coordinating social media plans and posts with state staff in charge of the social media accounts.
- Section 3. Secretary: The duties of the secretary shall be to keep permanent and complete records of the meetings, saving the minutes electronically in the approved document repository, and to preside over meetings in the absence of the co-presidents and co-vice presidents.
- Section 4. Wisconsin 4-H Foundation Representatives: Serve as liaisons, attending WI 4-H Foundation meetings and events.
- Section 5. Hall of Fame Committee Representatives: Serve as liaisons, attending planning meetings and the Hall of Fame event.

Article VI - Amendments

Section 1. These by-laws may be amended at any regular meeting by two-thirds majority vote of the members present, providing that the amendment has been submitted and read at the previous meeting.

Article VII - Committees

Section 1. The Co-Presidents may appoint committees throughout the year.

Section 2. Each committee shall appoint youth and adult co-chairs. The co-chairs will preside over the committee meetings and will ensure that the committee notes are updated.

Section 3. The Leadership Team will consist of the Presidents, Vice Presidents, and Secretary.

Section 4. The Officer Team will consist of Presidents, Vice Presidents, Secretary, WI 4-H Foundation Representatives, and Hall of Fame Committee Representatives.

Article VIII - Parliamentary Authority

Section 1. All questions of parliamentary procedure shall be governed by Robert's Rules of Order, when these rules do not conflict with these by-laws.

Article IX – WLC Meetings and Participation

Section 1. WLC meets face to face at the annual Fall Forum meeting. WLC members are expected to additionally participate in a winter retreat and spring retreat, face to face or electronically, as deemed necessary to carry out the purpose and goals of the Council.

Section 2. When a special meeting is required, members will be notified electronically or by mail a minimum of 7 days prior to the meeting. The notice shall explain the purpose of the meeting, when, where, and how it will be held.

Section 3. A simple majority of the membership present shall constitute a quorum for the transaction of business.

Section 4. Members will abide by the Wisconsin 4-H Leadership Council Commitment Agreement.

Section 5. Members are expected to contribute to statewide events, including but not limited to Summer Academy, the Governor's Blue Ribbon Meat Products Auction at the Wisconsin State Fair, Fall Forum, and Wisconsin 4-H Foundation events.

Section 6. If a member is absent and not excused for two consecutive meetings, the co-presidents will contact the member to see if a replacement is needed.

Section 7. A member may be removed with just cause by a majority vote of the officers.

Article X – Dissolution

In case of dissolution of WLC, all assets are to be assigned to the Volunteer Development Endowment Fund at the Wisconsin 4-H Foundation.



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