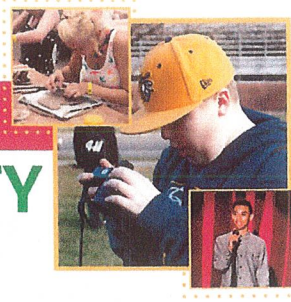


4-H 

**INSPIRES**  
**CREATIVITY**

#4HGROWSHERE



## San Benito County 4-H Newsletter July 12, 2022

### Countywide amazing participation opportunities:

#### Upcoming events

*Your participation provides learning opportunities, community service, growth, friendships, and credit towards earning your 4-H stars. The achievement of earning 4-H stars provides a sense of accomplishment and recognition when applying for 4-H senior scholarships. The “4-H Bank on Us scholarship” rewards you monetarily when you apply for 4-H senior scholarships. We look forward to your participation in some of these countywide events listed below:*

#### **Livestock workshop** - Open to all members

Guest speaker from Farmer feed

July 20th, Vets Building

See flyer for details

#### **Beef Showmanship Clinic**

July 30th - Open to all Beef members

Bolado Park livestock area

Scales will be open

Possible hoof trimmer on site

Weaver trailer on site

RSVP by July 10th

[christybush5578@gmail.com](mailto:christybush5578@gmail.com)

## **Stuff the Bus**

August 6th  
8:00 – 10:00 am  
Target parking lot

Each year United Way of San Benito and the San Benito County Office of Education partner to provide over 2,000 backpacks to students in need across the county.

We are looking for volunteers to help stuff the backpacks that morning.  
If you are interested in volunteering, please email Monica Barragan, at [mbarragan@sbcoe.org](mailto:mbarragan@sbcoe.org), or call 837-5393 extension 127.  
See attached flyer for more information.

## **4-H Open House Event**

Countywide 4-H event (all hand on deck)  
August 13th  
Set up 9 am  
Open to the public 10 am - noon  
Ladd School at 161 Ladd Ln, Hollister, CA 95023  
Each 4-H club will showcase a 4-H booth with an active or game  
We will have a countywide petting exhibit. You will need to provide your own water and feed. We only have 3 pens available from the 4-H office.  
We appreciate your participation in this event. We are looking forward to having a fun day while promoting the 4-H program to the community. Invite your friends to participate in our event. We appreciate your support by helping to advertise this event.  
See attached flyer for more information.

## **County Record Book**

We are excited to review and judge the county record books. We are also receiving the club treasurer and secretary book on the same day and location as youth record books.

### **Important Dates**

August 18 - Each club will drop off record books for county evaluations along with summary sheets  
August 25 - Each club will pick up books they are responsible for evaluating.  
September 15 - Each club will return the books that have been evaluated.  
September 22 - Each club will pick up their club books.

### Important Information

- \*Each club will receive the same number of books that they have submitted.
- \*Each record book needs to be evaluated 2 times.
- \*Attach [Club Record Book Summary](#)
- \*Each Record Book should have a [County Cover Sheet](#)
- \*Only submit this year's 2021-2022 record book. No previous years' record books should be included.

The following links to documents are here to help each club with the evaluation process.

2 [evaluation forms](#) per book

Current [2021-2022 California 4H Record Book Manual](#)

[Suggested Comments](#)

[Revised rules for evaluating](#)

[Record Book Quick Guide](#)

[Organization Overview.pdf](#)

Pre-evaluation info needs to be emailed to Cheryl Wenzlik, [cherylwenzlik@gmail.com](mailto:cherylwenzlik@gmail.com)

1. A contact person for your club during the county evaluation process.
2. How many books your club will be submitting. (If your club is not submitting record books, we still need to hear from you)

\*Club leaders must submit the record book summaries along with their record books no later than 5 PM on August 18. Books turned in late will not be evaluated.

If you are interested in judging the county record books: California County Record Book Evaluator Orientation online training at the link: <https://campus.extension.org/>

### Committee Members Needed

After 4 years of volunteer service as the 4-H Record Book Committee chair, Cheryl Wenzlik will be stepping down. Our committee needs more help in the coming 4-H year. This committee is easy to serve on as our processes are established and most of our work is done via correspondence. Please remember that each club should send at least 1 member to serve on this committee. Please contact Amy Butler if you would like to serve alongside her on this committee. Please send an email to [timamybutler@gmail.com](mailto:timamybutler@gmail.com) if you would like to join for the next 4-H year.

\*Senior 4-H Members may evaluate Junior and Intermediate books.

The county record book committee will do the following:

Look for Completed Club Record Book Summaries from each club

Look for County Cover Sheets with each record book

Check for missing signatures

Tabulate all scores

Award and record seals earned

Thank you, San Benito County Record Book Committee

## **2022-2023 4-H enrollment**

*All youth showing at county or state fairs must be enrolled in our 4-H system online or the paper version with enrollment fees paid before the fairs to be a member in good standing.*

*Complete your 4-H enrollment registration by **August 31st**.*

*More information on enrolling:*

<https://cesanbenito.ucanr.edu/4-H Program/Get Involved/>

*We have many new countywide projects. All members are welcome to join and participate this year.*

**The 4-H online enrollment system will be opened by our state office on July 18th.** Link: <https://california.4honline.com/>

You may choose to complete your 4-H enrollment by paper and submit it to your club leader with your payment. Link for paper enrollment forms:

Youth forms: <https://ucanr.edu/sites/UCCESanBenito/files/354525.pdf>

Adult Leader forms: <https://ucanr.edu/sites/UCCESanBenito/files/354526.pdf>

4-H leader online training is open.

- **Enrollment Fees changes 2022-2023**
  - \$100 enrollment fee 2022-2023 per member
  - \$40 family program fee (help cover the program cost and 4-H adult leader enrollment fees)

- No 4-H leader enrollment fee if the family program fee
- Paper enrollment forms:
  - Youth: <https://ucanr.edu/sites/UCCESanBenito/files/354525.pdf>
  - Adult Leaders/Volunteers:  
<https://ucanr.edu/sites/UCCESanBenito/files/354526.pdf>
- 4-H adult leader volunteer online training:
  - Link: <https://campus.extension.org/>
  - Returning leader training: **2022-23 CA Returning Vol**
  - **Enrollment Key: SanBenito**
  - New leader training: **2022-23 CA New Vol**
    - New leaders only live scan information. A new leader will need to also complete this step before working with the youth.
    - **Enrollment Key: SanBenito**

Payment options:

- **CASH/CHECK DISCOUNT** - Pay directly to your 4-H community club leader.
- **ON-LINE payment survey system!** - Additional \$5 processing fee will apply for credit card transactions.
- **PayPal App. use "sbc4hcouncil@gmail.com as the payee.** - Additional \$5 processing fee will apply for credit card transactions.

Fee waiver assistance is available for families to cover the 4-H enrollment in financial need. A family will need to complete the [4-H fee waiver form](#). After completing the 4-H fee waiver form, turn it in to your 4-H community club leader or 4-H office staff.

4-H leaders can complete the online leader training now. See the links above. We are also asking leaders to complete the leader training by August.

***Thank you to all the youth that participated in:  
All-Star & Emerald Star projects:***

**Cooper's Calling - All-Star project, Blake Ambercrombie**

We had a nice turn out of strong young men that replaced a fence for Cooper's Calling. We look forward to seeing all the good this program will bring to our community.

**Cooper's Calling - All-Star project, Hannah Salinas**

Hannah collected and delivered many items to Cooper's Calling from feed gift certificates to flowers and soil for the planters. The youth that participated in this All-Star project has brought a lot of joy to the Cooper Calling.

## **Emerald Star project - Gemma Mahler**

Youth painted a map at a school to provide an educational map of the United States. Many youths in our community will benefit from this project as they play and learn where the different states are located in this great nation.

## **Migrant Health Fair**

A successful event with many youth learning about the 4-H program through activities. We look forward to youth and families joining us that participate in this event.

## **4-H council updates**

We had an excellent turnout for our council meeting in June.

We had youth presentations on their All-Star and Emerald Star projects.

The 4-H council voted and passed the new 4-H San Benito council budget for 2022-2023. The I&R committee presented the regional and state awards to the youth in our county for presentation day and state field day. Congratulations to all the youth that participated in these competitions.

- **August 22nd at 6:30 pm meeting to**
- **Review the By-Laws and constitution for the 4-H council**
  - Propose changes to the By-Laws
    - Change the 4-H council officers' term to 4 years in each officer position with a minimum of 2 years with  $\frac{2}{3}$  vote at council meetings.
    - Club participation in county events
- 4-H council officers' nomination
  - Garrat Haertel - President
  - Laura Salinas - Vice President
  - April Mistretta- Treasurer
  - Emily Whitley- Secretary
- Review clubs in good standing (charter)
  - All 4-H clubs have a representative at the monthly council meeting
    - Council meetings August, October, November, January, February, March, April, May & June
      - Attend at least 80% of the council meeting with a 4-H club representative.
  - Each 4-H club has a leader pr senior member representative who participates on countywide committees

- See attached countywide committees

Disasters Happen helpful information on preparedness for wildfires, livestock evacuations, and other disasters. See attached material for more information.

### **4-H Office updates:**

The 4-H staff will be on personal business on July 18th & 25th. The 4-H office will be closed on Wednesday, August 3rd.

I will be returning my calls and emails on the following day.

The physical office is open

Wednesdays from 8:30 am to 5 pm

Work remote by available by phone or email

Monday, Tuesday, and Thursday

Thank you for your support of the 4-H youth,

Julie Katawicz,

4-H Youth Development Program Rep

[jkatawicz@ucanr.edu](mailto:jkatawicz@ucanr.edu)

Mobile (831) 205-3180

Schedule:

Monday, Tuesday & Thursday remotely

Wednesday- 4-H office from 8:30 am to 5:00 pm

4-H County Website: [http://cesanbenito.ucanr.edu/4-H\\_Program/](http://cesanbenito.ucanr.edu/4-H_Program/)



**FARMERS**

**BEST  
F·E·E·D**

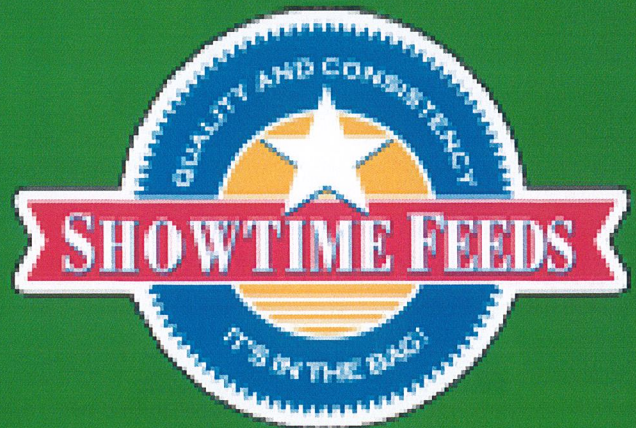
**July 20th**

**6 PM**

**Vet's Building**

Santa Ana 4-H will be hosting a Feed Seminar open to all San Benito County 4-H Members

**Spread  
the  
word**



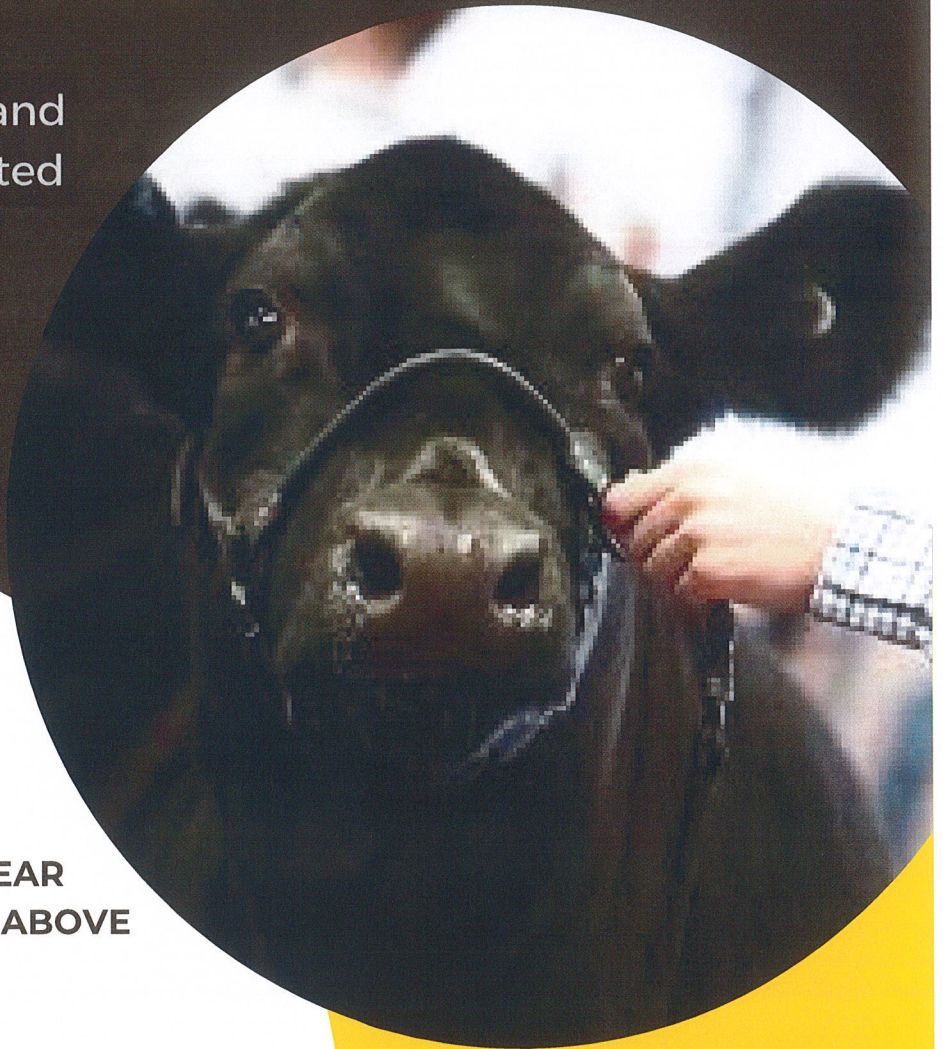
Come learn about different feed options for your livestock project.



# Beef Showmanship Clinic

## July 30, 2022

San Benito, Monterey, and  
Santa Cruz County Invited



### SCHEDULE:

- 9:00-11:00AM 1ST AND 2ND YEAR
- 11:30-1:30 AM 3RD YEAR AND ABOVE
- BEEF SCALES WILL BE OPEN
- POSSIBLE HOOF TRIMMER ON SITE
- WEAVER TRAILER ON SITE

**FREE TO PARTICIPATE**

**Bolado Park Arena**

RSVP to Christy Andrade at  
(408) 888-4906  
christybush5578@gmail.com  
By July 10th



# Come Explore 4-H

**Leadership, Community Service,  
Livestock, and More**

Join us on August 13th from 10 AM-12 PM at Ladd Lane School. Come see what 4-H is all about. Meet different clubs, play games, eat snacks, and explore what 4-H has to offer.



**IT'S MORE THAN A BACKPACK  
SEND KIDS BACK TO  
SCHOOL READY TO LEARN  
SPONSOR/DONATE NOW  
UNITEDWAYSBC.ORG**



**831.332.7550**



# 4-H Record Books County Judging

2021/2022 Club leaders:

County Record Book Evaluations will continue this year in the same manner as we have done the last couple years. Please communicate the following information with your clubs regarding County Record Book Evaluations. Drop off/pick up at the home of Cheryl Wenzlik in Sunnyslope Village.

Cheryl Wenzlik  
1210 Sequoia Ct.  
1(831) 801-0873  
[cherylwenzlik@gmail.com](mailto:cherylwenzlik@gmail.com)

## Committee Members Needed

After 4 years of volunteer service as the chair of the 4-H Record Book Committee, Cheryl Wenzlik will be stepping down. Our committee needs more help in the coming 4-H year. This committee is easy to serve on as our processes are established and most of our work is done via correspondence. Please remember that each club should send at least 1 member to serve on this committee. Please contact Amy Butler if you would like to serve along side her on this committee. Please send an email to [timamybutler@gmail.com](mailto:timamybutler@gmail.com) if you would like to join for the next 4-H year.

The following links to documents are here to help each club with the evaluation process.

2 evaluation forms per book

Current 2021-2022 California 4H Record Book Manual

Suggested Comments

Revised rules for evaluating

Record Book Quick Guide

Organization Overview.pdf

Pre-evaluation info needs to be emailed to Cheryl Wenzlik, [cherylwenzlik@gmail.com](mailto:cherylwenzlik@gmail.com)

1. A contact person for your club during the county evaluation process.
2. How many books your club will be submitting. (If your club is not submitting record books, we still need to hear from you)

## Drop off instructions

1. Please give the contact information of the person who will be dropping off record books.
2. Please text Cheryl Wenzlik (831) 801-0873 when you are on your way to drop off record books.
3. Check in with Cheryl or leave items in a designated area by her front door.
4. Items we are looking for:

- a. Club Record Book Summary
- b. Record books for county judging including County Cover Sheet for each book.

#### Important Dates

August 18 - Each club will drop off record books for county evaluations along with summary sheets

August 25 - Each club will pick up books they are responsible for evaluating.

September 15 - Each club will return the books that have been evaluated.

September 22 - Each club will pick up their club books.

#### Important Information

\*Each club will receive the same number of books that they have submitted.

\*Each record book needs to be evaluated 2 times.

\*Attach Club Record Book Summary

\*Each Record Book should have a County Cover Sheet

\*Only submit this year's 2021-2022 record book. No previous years' record books should be included.

\*Club leaders must submit the record book summaries along with their record books no later than 5PM on August 18. Books turned in late will not be evaluated.

\*Senior 4-H Members may evaluate Junior and Intermediate books.

#### The county record book committee will do the following:

Look for Completed Club Record Book Summaries from each club

Look for County Cover Sheets with each record book

Check for missing signatures

Tabulate all scores

Award and record seals earned

**Thank you,**

**San Benito County Record Book Committee**

## **San Benito county 4-H committees list for leaders/parents and members:**

### **Incentives and Recognitions:**

Is one of the largest committees. They meet to go over the changes to incentives, scholarships, set up the judging for club books for treasurer, secretary, and historian. Order and organize the awards for the end of the year for members for our awards dinner. This committee will handle the All Star and Emerald Star interviews, applications and exit interview as well as the senior scholarship process.

### **Pancake breakfast committee**

Each club takes turns chairing this committee. The committee will meet about six months prior to start planning the fundraiser. Each club will have a representative on the committee and all members participate in this event. We hand out tickets to be sold and collect the tickets as well as help prepare for the pancake breakfast. It is scheduled for March at Vets Hall.

### **Presentation Day**

The committee will meet in February and March to prepare for this countywide event. Emily Whitely with Union 4-H is the chairman for this event. We ask the club to help provide judges, room monitors and additional help for this event.

### **Record Book Committee**

The committee only meets in July and August. The committee will gather the record books for county judging. We ask representees from each club to participate in the judging with adults. We have score cards and information on how to judge

### **Sunrise Breakfast**

We have changed sunrise breakfast last year at fair to dessert in the evening for livestock members. We discussed at the council meeting hosting desserts three nights a week at fair and BBQ lunch on Sunday for livestock members. This is helpful to have adults help with the BBQ and any other items need for the desserts.

### **4-H Farm**

We have leaders and parents on the 4-H farm as well as 4-H managers. They are responsible for the collection of 4-H farm agreement, workdays, and general maintenance of the 4-H farm.

**4-H Open House** - meeting is Wednesday, June 15<sup>th</sup> at 6:30 pm at 4-H office conference room.

We are working on hosting a 4-H open house again similar to the event in 2019 prior to the covid shutdown. We welcome youth to be on this committee. We are working on advertising and showcasing 4-H to our community to help build our 4-H program. We look forward to having members and adults from your club join us.

### **Fundraising committee**

We are looking forward to getting this committee together to help fundraise for the cost of our 4-H program including the 4-H rep salary to help keep the cost down for enrollment. We need a chairman to head this committee.

# Minimum requirements

## Section 1

To maintain charter status all 4-H clubs must meet the following requirements:

- Have at least 5 members consisting of 3 different families
- Have at least 2 adult volunteers
- Constitution and Bylaws approved by club members and 4-H YDP staff
- Have youth officers
- Meet Affirmative Action guidelines and complete the 4-H Outreach Methods Documentation Form
- Use the county 4-H office address as the club/unit's official banking address
- Complete the Annual Financial Report and other annual year-end reporting requirements
- Enter the financial information into the online reporting system or submit to the county office by the county due date

To achieve "Club in Good Standing" status and earn a green seal, complete all of the following fourteen (14) items.

PLANNED		COMPLETED
✓	1. Complete the enrollment process and pay fees to the county office by county due date.	<input type="checkbox"/>
✓	2. Hold at least 6 regularly scheduled club meetings.	<input type="checkbox"/>
✓	3. Ensure that the youth development and educational practices outlined in the UC 4-H Youth Development Program Framework are implemented in all club and project meetings and activities.	<input type="checkbox"/>
✓	4. Train all club officers.	<input type="checkbox"/>
✓	5. Include at least one member presentation at each club meeting.	<input type="checkbox"/>
✓	6. Conduct at least one club service learning project.	<input type="checkbox"/>
✓	7. Be accountable for all monies raised and dispersed by the club and follow all financial policies, including reporting.	<input type="checkbox"/>
✓	8. Have representative(s) regularly attend the County Volunteer Management Organization meetings.	<input type="checkbox"/>
✓	9. Club members participate in at least 2 county/district 4-H events.	<input type="checkbox"/>
✓	10. Each project includes a minimum of 6 hours of project instruction.	<input type="checkbox"/>
✓	11. Each project is under the guidance of a 4-H volunteer.	<input type="checkbox"/>
✓	12. Complete the Secretary's Book/Binder and turn in to the 4-H office by county due date.	<input type="checkbox"/>
✓	13. Complete the Treasurer's Book and turn in to the 4-H office by county due date.	<input type="checkbox"/>
✓	14. Submit a completed 4-H Club Program Planning Guide to the county 4-H office by county due date.	<input type="checkbox"/>

- To earn a blue seal, complete at least five (5) additional goals from any of the sections below.
- To earn a gold seal, complete a total of at least ten (10) goals from any of the sections below.

San Benito County 4-H Council

<b>Article I Membership</b>	
<b>RL</b>	<b>Section 1 – Introduction</b>
	Membership in the San Benito County 4-H Council shall be active, ex-officio and honorary, and open to all persons without regard to race, color, national origin, religion, sex, gender, gender expression, identity, pregnancy (which includes pregnancy, childbirth, and medical conditions related to pregnancy or childbirth), physical or mental disability, medical condition (cancer-related or genetic characteristics), genetic information (including family medical history), ancestry, marital status, age, sexual orientation, citizenship or service in the uniformed services (as defined by the Uniformed Services Employment and Reemployment Rights Act of 1994 (USERRA), as well as state military and naval service.
<b>RS</b>	<b>Section 2 -- Categories, Qualifications and Designations</b>
<b>RL</b>	A. <u>Active Membership</u>  All 4-H adult volunteers who are appointed by the county director and actively serving in administrative, assistant, project or activity capacities in the promotion and operation of chartered 4-H units of the 4-H YDP shall be active members of the San Benito County 4-H Council.
<b>RL</b>	1. Senior 4-H members (14 to 19 years old) shall be eligible to be active members of the 4-H Council. All senior 4-H members who are eligible shall participate as 4-H Council members with full council membership rights but shall not serve as 4-H adult volunteers or agents of the University of California.
<b>RL</b>	2. Members of county, sectional, and/or state councils, committees or task forces must be appointed 4-H adult volunteers or members in good standing.
<b>RL</b>	B. <u>Ex-Officio Membership</u>





	The county director and 4-H YDP staff serving the county shall be ex-officio members of the council. No designation shall be necessary.
O	<p>C. Honorary Membership</p> <p>Any person who is not an active or ex-officio member, and who has made an outstanding contribution to the 4-H YDP. Honorary membership shall be designated by the issuance of a certificate by the County 4-H Council and county director.</p>
RL	<p><b>Section 3 -- Limitations, Privileges and Responsibilities of Adult volunteers</b></p> <p>A. Appointed 4-H adult volunteers shall be designated by issuance of an appointment card by the University of California Cooperative Extension county director following completion of the 4-H application, screening and orientation process. Such appointments are annually reviewed before renewal or termination by the Cooperative Extension county director.</p> <p>B. Appointed adult 4-H volunteers shall be regarded as agents of the University of California. As such, they shall be entitled to protection for actions relating to official 4-H activities and duties under the University's general personal injury and property damage liability policy. This protection is in force as long as the 4-H adult volunteer's appointment is current, and they conform to and comply with the policies of the University of California 4-H YDP when engaging in 4-H Council activities.</p> <p>C. Ex-officio and honorary members of the 4-H Council shall have the right to express opinions on any matters under discussion but shall not be entitled to a vote.</p>
	<p><b>Article II</b>  <b>Officers</b></p>
RS	<p><b>Section 1 -- Officer Positions</b></p>
RS	<p>The officers of the County 4-H Council shall consist of a president, vice-president(s), secretary(ies), treasurer(s), reporter/historian and such others, as the 4-H Council deems necessary. These officers will make up the Executive Committee.</p> <p>Senior members may hold offices, except those of president or treasurer.</p>
O	Other officers either elected or appointed such as immediate past president, reporter, historian and organizational unit leader.

RS	<p><b>Section 2 -- Eligibility and Term of Office</b></p> <p>An office shall not be held by the same person for more than <b>FOUR</b> consecutive years. Elections should be held at the end of the 4-H year or soon after the beginning of the new 4-H year.</p>
RS	<p><b>Section 3 -- Duties of Officers</b></p>
RS	<p>A. <u>President</u></p> <p>It shall be the duty of the president to:</p> <ul style="list-style-type: none"> <li>• Preside over all regular and special meetings of the County 4-H Council.</li> <li>• Serve as ex-officio member of all committees of the County 4-H Council and appoint the members of such committees.</li> <li>• Call special meetings when necessary and in concurrence with the county 4-H YDP staff.</li> <li>• Prepare Executive Committee and 4-H Council meeting agendas in consultation with the county 4-H YDP staff.</li> <li>• Have signature authority on the 4-H Council checking account and savings account.</li> <li>• Have voting rights when a motion is on the floor and results in a tie vote.</li> <li>• Convene a complaint review committee in conjunction with 4-H staff.</li> <li>• Appoint committees</li> </ul>
RS	<p>B. <u>Vice-President</u></p> <p>It shall be the duty of the vice president to:</p> <ul style="list-style-type: none"> <li>• Preside at all meetings in the absence of the president.</li> <li>• To succeed to the office of President if that office should become vacant between elections.</li> <li>• Serve as chairman of the 4-H Council Program Committee.</li> <li>• Have signature authority on the 4-H Council checking account and savings account.</li> </ul>
RS	<p>C. <u>Secretary</u></p> <p>It shall be the duty of the secretary to:</p>



	<ul style="list-style-type: none"> <li>• Record the full and complete minutes of all meetings of the 4-H Council, and assist with any and all correspondence as directed by the president. Motions made during the meeting and the result thereof should be accurately documented and recorded.</li> <li>• Provide a set of all 4-H Council minutes to the county 4-H YDP staff the week following each council meeting. These minutes will be made available to the membership at large with no exceptions.</li> <li>• Keep a record of those present at the 4-H Council meeting (units and other individuals).</li> <li>• Have signature authority on the 4-H Council checking account and savings account</li> </ul>
O	<p>The offices of secretary and treasurer may be combined into one office.</p>
RS	<p>D. <u>Treasurer</u></p> <p>It shall be the duty of the treasurer to:</p> <ul style="list-style-type: none"> <li>• Keep accurate financial records, copies of invoices bills, etc., relating to the funds and property of the 4-H Council and account fully for all receipts and expenditures.</li> <li>• Receive, record and deposit all funds in a regulated bank or similar financial institution to the account established for the 4-H Council.</li> <li>• Pay bills and make other authorized expenditures appropriated in the budget or otherwise approved by the 4-H Council.</li> <li>• Secure authorization by the 4-H Council for disbursement of all funds.</li> <li>• Comply with all University of California financial policies and procedures as outlined in the 4-H YDP Policy Handbook.</li> <li>• Furnish financial reports annually at year-end, or by September 15, and at such times as required by the 4-H Council and/or the county director. Financial reports include a balance sheet and a statement of revenues and expenses (income statement).</li> <li>• Act as custodian of all funds and personal property of the 4-H Council, and keep a current list of all such property.</li> <li>• Prepare all financial records for an annual audit or peer review.</li> <li>• Have signature authority on the 4-H Council checking account and savings account.</li> </ul>
O	<p>E. <u>Reporter/Historian</u></p> <p>It shall be the duty of the reporter/historian to:</p> <ul style="list-style-type: none"> <li>• Provide external communications with media (e.g., radio, newspapers,</li> </ul>

	<p>etc.).</p> <ul style="list-style-type: none"> <li>• Provide internal communications via a county 4-H newsletter with members, participants, 4-H adult volunteers and 4-H YDP staff regarding 4-H Council activities.</li> <li>• Provide training, support and assistance to 4-H unit reporters and historians in the visibility and public relations area.</li> </ul>
RS	<p><b>Section 4 – Conducting By Executive Committee</b></p> <p>A. By majority vote of those present at a regular meeting, the 4-H Council will determine whether it will conduct business by Executive Committee for the current year. If it is so determined, the Executive Committee will consist of the 4-H Council officers of the current 4-H YDP program year (July 1<sup>st</sup>-June 30<sup>th</sup>), and as many additional active members as it deems necessary. Each member shall have one vote. The 4-H YDP staff and county director shall be ex-officio members.</p>
RS	<p>B. <u>Duties of Executive Committee</u></p> <p>It shall be the duties of the Executive Committee to:</p> <ul style="list-style-type: none"> <li>• Consider and recommend to the county council practices or procedures needed for effective and efficient management of the county 4-H YDP. After approved by the 4-H Council, they should be recorded and accessible to the membership.</li> <li>• The Executive Committee may be authorized to act for the 4-H Council in making decisions when immediate action relating to the local 4-H YDP program is necessary. Any major action of the Executive Committee should be subject to the approval of the 4-H Council at its next regular meeting.</li> <li>• The Executive Committee may assist the president in arranging the agenda for the 4-H Council meetings, the appointment of committees, and such other matters as may facilitate the orderly and efficient operation of the county 4-H Council and the county 4-H YDP program.</li> </ul>
RL	<p>C. <u>Executive Committee Quorum</u></p> <p>A quorum is 50% plus one of the members of Executive Committee. No meetings or business shall be transacted without a quorum.</p>
	<p><b>Article III Elections</b></p>
RL	<p><b>Section 1 – Nominations</b></p>



	A nominating committee shall nominate officers of the 4-H Council. Additional nominations shall be called for from the floor before balloting begins.
RS	<p><b>Section 2 – Balloting for Officers</b></p> <p>Elections shall take place by written ballot unless the 4-H Council by majority vote of those present specifies otherwise. Balloting shall be limited to active members. The person receiving a plurality of the votes cast for each office shall be declared elected.</p>
	<p><b>Article IV                  Meetings</b></p>
RS	<p><b>Section 1 -- Regular Meetings</b></p> <p>There shall be at least one (1) regular meeting of the 4-H Council each program year (July 1<sup>st</sup>-June 30<sup>th</sup>). These meetings shall be held the 4<sup>th</sup> Monday of the month, unless otherwise specified by a two-thirds (2/3) vote of all units represented (one vote per unit).</p> <p>Council meetings to be held August, October, November, January, February, March, April, May, and June. No council meeting is held in July, September and December.</p>
RL	<p><b>Section 2 -- Special Meetings</b></p> <p>The president, acting in concurrence with the 4-H YDP staff, may call special meetings at any time.</p>
RL	<p><b>Section 3 -- Training Meetings</b></p> <p>No 4-H Council business shall be transacted at training meetings unless the 4-H Council so directs.</p>
RL	<p><b>Section 4 -- Meeting Notices</b></p> <p>Notices of all meetings of the 4-H Council shall be provided to adult volunteers and senior members by or in conjunction with 4-H YDP staff.</p>
RS	<p><b>Section 5 – Agenda</b></p> <p>The agenda of each regular or special 4-H meeting shall be prepared jointly by the president and the 4-H YDP staff.</p>



<p>RL</p>	<p><b>Section 6 – Attendance</b></p> <p>Each 4-H club will have a representative attend 80% of the fiscal years council meetings to remain in good standing</p> <p>No meetings of the 4-H Council or its committees shall be secret. Honorary members, parents and 4-H members who are not active members of the 4-H Council as defined in Article I, Section 3, and other invited and/or approved visitors may attend 4-H Council meetings and express opinions but shall not be entitled to vote.</p>
<p>RS</p>	<p><b>Section 7 – Quorum for Council Regular &amp; Special Meetings</b></p> <p>A quorum at regular and special meetings of the 4-H Council shall consist of those active members who attend the meeting, provided the meeting has been properly called and unless otherwise specified in the bylaws. No meetings or business shall be transacted without a quorum.</p>
<p>RS</p>	<p><b>Section 8 - Voting</b></p> <p>Each Community Club Unit has a minimum of three voting delegates. Clubs with 30 or more youth members, in good standing, have an additional vote for each then members over the initial 30 members. Each club must be represented by a minimum of one adult and include, at least one youth. Voting delegates represent their clubs on votes including, but not limited to funds disbursed, committees established and policy decisions. It is the responsibility of each club to determine who their voting members will be.</p> <p>Voting privileges shall be extended to all active members of the 4-H Council.</p>
<p><b>Article V</b>  <b>Finances</b></p>	
<p>RL</p>	<p><b>Section 1-- Council Funds</b></p> <p>Use of 4-H Council funds must be in accordance with the University of California policies and 4-H YDP mission and core values as interpreted by the 4-H YDP staff. (See 4-H Handbook, Chapter 9, Financial Management.) The county UCCE/4-H office will be the legal mailing address for the county 4-H Council.</p>
<p>RL</p>	<p><b>Section 2 -- Money-Raising Activities</b></p> <p>All money-raising activities for the 4-H Council, for committees and for</p>

	<p>individual 4-H units shall be in compliance with the policies of the University of California, 4-H YDP and federal, state and local laws and regulations. Annual fundraising must be approved by the county director. Particular care shall be exercised in the use of the 4-H name and emblem. Use of the 4-H name and emblem on articles sold for profit and in solicitations for commercial enterprises in the name of the 4-H YDP must be approved by the county director or State 4-H YDP Director, as appropriate. Lotteries and raffles shall not be used for fund-raising purposes.</p>
RL	<p><b>Section 3 – Taxes</b></p> <p>The 4-H Council shall comply with all University of California policies and procedures, as well as all federal, state and local laws, and shall require all committees and individual 4-H units and groups to follow similar procedures.</p>
RL	<p><b>Section 4 – Contracts</b></p> <p>The 4-H Council cannot commit the University to any contractual obligations.</p>
RL	<p><b>Section 5 – Assets</b></p> <p>Assets received or raised by the 4-H Council must be utilized in the delivery of the county 4-H YDP and are under the administrative purview of the University of California. Investments must follow University of California policies and procedures and by approval of the county director.</p>
RL	<p><b>Section 6 – Dissolution of 4-H Council</b></p> <p>In the event the San Benito County 4-H Council is dissolved, all assets (including equipment, property, bank accounts, etc.) are the responsibility of the University of California and shall be transferred to the county director or designee. The county director or designee will hold any unrestricted assets in escrow for up to three (3) years pending re-establishment of the council before distributing the assets for support of the county 4-H YDP. Restricted assets would continue to be dispersed according to donor designations under the oversight of the county director or designee.</p>
RL	<p><b>Section 7 – Disbanding of 4-H Units</b></p> <p>In the event a chartered 4-H unit is disbanded, all assets (including equipment, property, bank accounts, etc.) shall be transferred to the county 4-H Council to be held in escrow for three (3) years pending re-establishment of the unit before distributing the assets in support of the county 4-H YDP.</p>



<b>Article VI Committees</b>	
RS	<b>Section 1</b>  The 4-H Council may establish committees such as program, finance, fairs and shows, awards, leadership development and other such committees as it considers necessary.
RL	<b>Section 2</b>  The 4-H Council president and/or Executive Committee shall appoint all members of the committees and name the chair of each committee. All committees should adhere to the mission, core values and policies of the University of California 4-H YDP when planning educational events and activities. When possible, senior members should be appointed.
RL	<b>Section 3</b>  Committees must be given clear, definite instructions about their duties or assignments, how long they are to take and to whom, when and what they are to report. In carrying out their assignments, they should accurately interpret their jobs from instructions given in the bylaws, from recorded minutes of meetings or from suggestions of the 4-H Council president and/or 4-H YDP staff.
RL	<b>Section 4</b>  Committees should keep the 4-H Council informed by giving reports as to their plans, what they are doing and how they are functioning.  Committees should coordinate all activities through the 4-H Council and the 4-H YDP staff. County 4-H YDP staff and the county director have final authority for the administration and operation of the county 4-H YDP program.
	<b>Section 5</b>  Each 4-H club will provide a representative to participate on the San Benito 4-H county Committee(s) to remain in good standing





	<b>Article VII Amendments</b>
RL	<p><b>Section 1 – Procedure</b></p> <p>Amendments to the Bylaws may be made by the 4-H Council with approval by the 4-H YDP staff and the county director providing they do not depart from the intent of the Constitution and Bylaws as herein stated and provided they do not change any of the required language (RL) sections. All proposed changes to required (RL) sections must be submitted by the county director to the State 4-H YDP Director before final approval of the 4-H Council. Amendments shall be read at a regular meeting or special meetings of the 4-H Council one month in advance of final action, or shall be sent in a letter to every member at least one week before final action. All revisions must be filed with the county and State 4-H Office.</p>
RL	<p><b>Section 2 – Voting</b></p> <p>Amendments to the Bylaws may be passed by a two-thirds vote of the voting members present, providing the above procedure has been followed.</p>
	<b>Article VIII Adoption</b>
RL	<p><b>Section 1</b></p> <p>The adoption of these Bylaws shall be concurrent with the adoption of the Constitution of the 4-H Council. The effective date shall be upon the approval of the 4-H Council and that date shall be stamped on each page of the Bylaws.</p>

\_\_\_\_\_  
 4-H Council President (date)

\_\_\_\_\_  
 4-H YDP Staff (date)

\_\_\_\_\_  
 County Director (date)

\_\_\_\_\_  
 State 4-H YDP Director (date)

Revised & Amended 8/22/2022 by council vote

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