

## **Trempealeau County 4-H Horse Project By-Laws**

### **Article I – Name**

The name of this organization shall be Trempealeau County 4-H Horse Project.

### **Article II– Mission**

The mission of the Trempealeau County 4-H Horse Project is to promote the horse program and provide support and learning opportunities to all members in the program.

### **Article III – Membership**

**Section 1: Qualifications** – Members must be in third grade. 4-H members may continue through the next 4-H year following their graduation from high school, FFA members may continue to show post-graduation if they have not reached their 20<sup>th</sup> birthday by January 1. Members are to be enrolled in Trempealeau County 4-H Horse Project and they need a sincere desire to further the horse project, and willingness to encourage participation and learning by all members of the project.

**Section 2: Enrollment** –Members shall complete enrollment for the following year in the Trempealeau County 4-H Project by enrolling/re-enrolling as a 4H member by April 1<sup>st</sup>. To be able to show at the current 4-H year fair, it is recommended to be enrolled by November 1<sup>st</sup> of the current 4-H year, to meet all horse project requirements, as defined in Article III, Section 3 of the By-Laws. The Horse Project is open to any youth within grade parameters – regardless of that person's race, color, creed, religion, sex, national origin, disability, ancestry, sexual orientation, political affiliation, pregnancy, marital or parental status. Horse Project Members must be a member of an accepted organization as outlined by the State of Wisconsin Chapter ATCP160.01 (13)

**Section 3: Requirements** – There are approximately ten (10) business meetings/clinics held annually. If a member is not a member of 4-H or FFA Club, they must attend four (4) business meetings annually. Members who are member with a 4-H or FFA Club must attend two (2) business meetings. All members must participate in one (1) clinic, with their project horse. In addition, each member must complete five (5) horse related service hours, and collecting a minimum of \$50.00 in sponsorships. These requirements are to be met by the last meeting prior to the fair, and members must be in good standing with their organization to participate in the fair show and the Bronco Bux auction.

**Section 4: Graduate Requirements** - For those members entering their final year of eligibility and who have successfully completed the requirements outlined in Section 3, for three consecutive years prior to entering their final year are exempt from the afore mentioned requirements. Graduates are highly encouraged to attend meetings, clinics, participate in the work day and sponsorship donation as their schedule permits.

**Section 5 – Outside Trempealeau County** - 4-H or FFA members can participate in the Trempealeau County Fair, if they have completed the Trempealeau County 4-H Horse Project requirements in addition to their own county requirements.

### **Article IV – Officers**

**Section 1: Responsibilities** – The officers will serve and lead the membership of the Project by planning and running the business and activities of the group. Officers must be in seventh grade, unless they have approval from their parent/guardian that they will be able to assist them with their responsibilities and should not be in their final year of 4-H. Officers are to attend meetings, planning sessions and activities. Officers must be a good example for members and show interest in the group's welfare. Officers must attend at least 75% of the business meetings.

**Section 2: Officers** – There shall be four offices consisting of President, Vice President, Secretary, and Treasurer.

**Section 3: Terms of office** – Each officer shall be elected for a term of one (1) year with exception of the Treasurer, this office will be two (2) years.

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**Section 4: Election** – Officers shall be nominated and voted in by the first meeting of the beginning of the new 4-H year. Elections can be held in person or by an online option. Officers shall be elected by a majority vote, of a minimum of two-thirds of the membership. All members are eligible to vote. Ties for election of office are to be broken by another vote.

**Section 5: Duties** – Each elected officer shall be responsible for the following duties for their office:

*President* - Presides over meetings, plans business in advance with other officers and advisors, facilitates committee formation and sees that they understand their assignments. Appoints a replacement in the absence of the elected secretary, and attends required planning meetings.

*Vice President* - Assumes the duties of the President in his/her absence. Keeps a membership list and records attendance for all meetings and activities. Attends required planning meetings.

*Secretary* - Keeps an accurate and complete account of the proceedings of all meetings and reads the minutes of the previous meeting. Provides a copy of the meeting minutes within one week of the meeting to the Superintendent to be published. Attends required planning meetings.

*Treasurer*- Collects and disburses funds of the project. Keeps accurate monthly records of account activity and reconciles accounts with bank statements. Prepares a monetary report for each business meeting and prepares annual report to submit to the Trempealeau County 4-H Leaders' Association and for the annual charter renewal. Attends required planning meetings.

**Section 6: Regular Meetings** – The regular meetings of this project will be held as defined on the annual calendar.

### **Article V – Advisors**

**Section 1:** Advisors –The Trempealeau County 4-H Horse Project shall have at least two adult advisors, including the County Horse Superintendent and the County Youth Development Agent. Additional adult advisors are encouraged to participate.

**Section 2:** Duties – Advisor duties shall be to guide officers at business meetings and support all members as they plan and carry out activities.

### **Article VI – Rules of Order**

Robert's Rules of Order shall govern the meetings of the project

### **Article VII - Amendments**

Any amendments or changes to be made to these by-laws will require a majority vote of two-thirds of the membership. Voting can be done in person or by an online source. The amendments will be read and discussed prior to the vote.

*Adopted:*            *November 6, 2004*  
*Amended:*        *January 9, 2012*  
*Amended:*        *February 13, 2012*  
*Amended:*        *March 8, 2015*  
*Amended:*        *January 8, 2017*  
*Amended:*        *January 8, 2018*  
*Amended:*        *February 11, 2019*

*Amended:*        *January 12, 2020*  
*Amended:*        *March 21, 2021*  
*Amended:*        *September 12, 2021*  
*Amended:*        *October 16, 2022*  
*Amended:*        *September 23, 2023*  
*Amended:*        *September 9, 2024*  
*Amended:*        *September 28, 2025*