

**DODGE COUNTY**  
**DAIRY YOUTH ADVISORY COMMITTEE BYLAWS**

**Organized and Operating under the Constitution and Bylaws**  
**of the Dodge County 4-H Leaders Association, Inc.**

**Bylaw 1 - Purposes**

The purpose of this committee shall be:

1. To provide strong leadership and educational opportunities for all who participate in dairy youth programs.
2. To encourage greater involvement of dairy youth by constantly striving to make learning experiences new and innovative.
3. To promote greater understanding of dairy husbandry practices and dairy cattle evaluation, and to encourage high ethical standards in all phases of the dairy youth program.
4. To establish rules and regulations for participation in Dodge County dairy youth activities and enforce compliance of same.
5. To examine and act upon dairy youth program issues and concerns.

**Bylaw 2 - Committee Membership**

1. Any adult or youth leader who expresses an interest in dairy youth is eligible to serve as a Dodge County Dairy Youth Advisory Committee member.
2. A Dodge County UW-Extension Agent or his/her representative shall be a committee member without voting rights.

**Bylaw 3 - Officers and Duties**

1. The officers of the Dodge County Dairy Youth Advisory Committee shall be:  
Chairperson, Chairperson Elect, Secretary, Treasurer
2. Duties of Officers:
  - According to “Robert’s Rules of Order”, the Chairperson shall preside over all meetings of the Committee.
  - The Chairperson elect will perform the duties of the Chairperson in his/her absence and will assume the chairpersonship the following year.

- The Secretary shall keep a written record of Committee proceedings and prepare all correspondence of the committee.

### **Bylaw 3 - Officers and Duties - continued**

- The Treasurer shall keep an accurate record of all Committee financial transactions and be responsible for receiving and disbursing funds.
3. Elections
- Officers shall be elected on an annual basis, with elections held at the first meeting after the Dodge County Fair.

### **Bylaw 4 - Meetings**

1. Meetings will be held at least quarterly, with elections held at the first meeting held after the conclusion of the Dodge County Fair.
2. A quorum shall consist of a majority of Committee members present including one officer.
3. Sub-Committees will be appointed by the Committee members present including one officer.
4. Voting privileges shall be extended to any person who has attended a previous meeting during the calendar year.

### **Bylaw 5 - Audits**

At the close of each year or at such time as the Committee shall determine, the books and accounts of the Dodge County Dairy Youth Advisory Committee shall be carefully examined by either a qualified auditor or persons appointed by the Dairy Youth Advisory Committee Chairperson. The person or persons identified within, shall prepare a written report of their findings relative to the financial accuracy of said books and accounts, a copy of which will be presented to the Dodge County 4-H Leaders Board.

### **Bylaw 6 - Amendment of Bylaws**

By simple majority vote, bylaws may be enacted, amended or repealed at any regular meeting of the Committee called for that purpose. Bylaw changes must be reported at the next regular meeting of the Committee.