



SHEBOYGAN COUNTY 4-H GENERAL LIVESTOCK COMMITTEE

GUIDELINES / BY-LAWS

Position Qualifications – Committee Members

1. Work well with youth and adults.
2. Be familiar with the goals of the 4-H livestock projects.
3. Active or interested in the county 4-H livestock projects.
4. There will be six adult members, two from each species that has a youth actively involved in a specific species.
5. There will be five to six youth members, age 12 up to age 18 (age as of January 1 of the current year).
6. Members will serve a two-year term, eligible for a second consecutive term.

Purpose and Scope

1. Encompass all 4-H livestock activities.
2. Coordinate and schedule educational activities.
3. Improve, foster, promote, and develop the objectives of the livestock projects, that is:
 - a. Develop an appreciation of livestock production and its importance in the economy of the community, state, and nation.
 - b. Learn the application and use of sound business principles as they apply to the operation and management of the livestock project.
 - c. Recognize the importance of patience, kindness, and understanding in handling livestock and fellow exhibitors.
 - d. Obtain knowledge and skills in livestock production to be successful in establishing and/or maintaining a livestock project.
4. Maintain regular communication with Sheboygan County 4-H Youth Development Educator and FFA organizations within Sheboygan County.
5. Be accessible to the 4-H project and FFA members and parents as a resource and listener.

Elections

1. Committee will appoint a nominating committee member, which consists of existing members, from each species.
2. Recommend two nominations for each open position.
3. Elections will be held in September of each year. One ballot per 4-H/FFA project member, one per project leader and one per FFA Advisor will be mailed or emailed.
4. New committee members will assume a position in October.

5. Chairperson, Vice-Chairperson, Secretary and Treasurer will be elected at the end of October meeting by the elected committee.
6. A vacancy on the committee shall be voted by the livestock committee to fill or not to fill, based on the duration of term left. It will be a general rule to fill vacancies of six months or greater and not to fill vacancies of less than six months.
7. A vacancy on the committee shall be filled for the unexpired term by a person elected by the majority of the remaining members of the committee.
8. Six members will be elected each year. Of the 6, 3 members will be adults, and 3 will be youth. Two members for each species, 1 adult and 1 youth will be elected each year.
9. The election ballots will be counted by the officer team unless one of them or one of their immediate family members is listed on the ballot. If that is the case, then another committee member will assume the ballot counting duties to avoid any conflict of interest.

Committee Meetings

1. Regular meetings will be held at least four times annually.
2. Special meetings can be called, as needed. There will be a seven-day notice prior to the meeting. The notice is to include the specific reason for the meeting.
3. A quorum of a meeting shall consist of six (6) members.
4. The privilege of holding office, introducing motions, debating and voting shall be limited to members of the committee.
5. Robert's Rules of Order shall be followed by the committee.
6. The Sheboygan County 4-H Extension leaders will act in an advisory role if needed.
7. Individuals wishing to address the Livestock Committee at a meeting should notify the chairperson or a committee member three days prior to the meeting of their desire to be on the agenda.

Amendments

1. Amendments to these guidelines/by-laws can be made at any committee meeting by a vote of the members present and voting provided notice of the proposed amendment was given at the previous committee meeting.

**The election of 1993 specified; two adults and one youth would serve a one year term, two youth and one adult would serve a two-year term. This process is a one time process to allow the election of three members each year.

***The election of 2001 specified; 1 beef youth, 1 sheep youth, and 1 swine adult to serve a one year term; 1 beef adult, 1 beef youth, 1 sheep adult, 1 sheep youth, 1 swine adult, and 1 swine youth representative to serve a two-year term. This process is a one time process to allow the election of 6 members (1 youth and 1 adult from each species) each year for a two-year term.

Revised: 11/14/21