

By-Laws for Western KY 4-H Camp Improvement Committee
Approved June 2005
Revised July 15, 2014
Revised October 17, 2019

Article 1

Section 1 - Mission

This committee's mission is to develop the 4-H camping program in Western Kentucky so that we may make the maximum positive impact on the personal growth and development of individual youth in Western Kentucky.

Section 2 – Purpose

The West KY 4-H Camp Improvement Committee shall operate within the existing structure of the KY 4-H Program. The purpose of the camp improvement committee shall be to serve as an advisory group to the state camping program; to assist and advise the state camping program in identifying needed camp facility improvements and additions; and to work through the camp director and state camping specialist to organize and carry out identified projects.

Article II - Membership

1. Each county assigned to camp at West Kentucky 4-H Camp may appoint three voting delegates consisting of agents, adults or teens in any combination. The recommended term of membership is 2 years. The CIC contact must be notified of the representative's information in order for that rep to qualify as a voting member prior to the meeting.
2. The District 6 Director and the District 7 Director shall each appoint 2 agents to the committee. The District 5 Director shall appoint 1 agent to the committee.
3. The committee may add "At Large" members for a 2 year term by a majority vote.
4. State Office associates, specialists and full time, West Kentucky Camp staff shall be non-voting, advisors to the committee.
5. Representatives shall begin the term of service at the Fall meeting.

Article III - Dues and Fees

1. Camp Improvement fees are mandatory contributions made by the County 4-H Councils. The requested rate or contribution is \$3.00 or more per camper for summer 4-H Camp. The fees are included in the base fee for camp by the state office.
2. Contributions by committee members are not required, but are encouraged.

Article IV - Meetings

1. An annual meeting will be held each year - a minimum of three regular meetings (Fall (Sept/Oct), Spring (March/April) and Summer (June/July)).
2. Other meetings will be held as the membership may decide.
3. A Quorum shall be defined as the members present at any regularly scheduled meeting or

special called meeting with a minimum of 5 voting delegates. Special called meetings may be called by a majority of the elected officers. Sub-committee actions may be taken by $\frac{3}{4}$'s (75%) written and/or email consent.

4. Any meeting may be conducted in whole or in part including phone or internet based meetings provided the electronic means provided therein is a 2 way/open means of communication. Written notice of request for electronic meetings must be presented to the CIC contact 24 hours prior to the meeting.

Article V - Officers

1. Officers shall consist of a President, Vice-President, Secretary, and Treasurer; to be elected at the regular fall meeting of the camp committee. Officers shall be elected for terms of 2 years. Officers will take office at the spring meeting. Terms of office shall be from April 1 of an odd numbered year until March 30 of the following odd numbered year. (Example April 1, 2015 – March 31, 2017). Elections will take place in the fall of the even # years to become effective in the spring of the odd # year.
2. No paid employee of the University of Kentucky or the Cooperative Extension Service may serve as an officer.
3. The President shall serve as the Chair of meetings and the Chief Executive Officer of the committee.
4. The Vice-President shall perform the President's duties in the absence of the President.
5. The Secretary shall keep minutes of all meetings and shall be responsible to provide those to all members within three weeks following each meeting. The camp improvement contact agent shall be responsible for sending out minutes to each committee member and county Extension Office, 4-H agent within one month following each meeting.
6. The Treasurer shall have custody of all monies and funds and shall keep and have charge of regular books of account. The Treasurer shall make written reports to the members at each regular meeting and shall perform all other duties incident to the office.

Article VI - Depositories

1. The funds of the committee shall be deposited in such bank as the members designate and shall be withdrawn only on check or voucher of the Treasurer.

Article VII - Amendments

1. Amendments to these Bylaws may be proposed by any member of the CIC. Each proposed amendment must be stated in writing and presented to the CIC contact to furnish a copy of same to each council member not less than 2 weeks prior to the date of the meeting at which it is to be considered unless waived in writing by not less than two-thirds ($\frac{2}{3}$) of the members present at said meeting. Said proposed amendment shall become effective when adopted by a two-thirds ($\frac{2}{3}$) majority of the members present and voting at any regular meeting of the CIC at which a quorum is present.

Article VIII - Dissolution of the Committee

1. Upon the dissolution of the committee, the assets of the committee after payment of all debts shall become the property of the University of Kentucky, specifically ear-marked for the use of the West Kentucky 4-H Camp.

Article IX - Non-Discrimination Disclosure

1. Educational programs of Kentucky Cooperative Extension serve all people regardless of economic or social status and will not discriminate on the basis of race, color, ethnic origin, national origin, creed, religion, political belief, sex, sexual orientation, gender identity, gender expression, pregnancy, marital status, genetic information, age, veteran status, or physical or mental disability.
2. To file a complaint of discrimination, contact Tim West, UK College of Agriculture, 859-257-3879; Dr. Sonja Feist-Price or Terry Allen, UK Office of Institutional Equity and Equal Opportunity, 859-257-8927; or the USDA, Director Office of Civil Rights, Room 326-W Whitten Bldg., 14th & Independence Ave. SW, Washington, DC 20250-9410 (866) 632-9992