The 4-H Club Constitution is required for every 4-H Club. Though optional, Clubs may create their own set of operational “By-Laws”, as long the added rules do not conflict with the Club Constitution.

Include any additional Club rules, guidelines, expectations or policies not listed in the constitution: dues, committees, achievement requirements, record books, project exhibition, fund raising, club trip, etc.

Below are examples of optional articles that could be included in a 4-H Club’s By-Law.

4-H Club By-Laws

Article I. The name of the Club shall be ____________________________ 4-H Club (the “Club”). Organized in the County of ________________________, OH.

Article II. Meetings
• Meetings held at on the 3rd Wednesday, 7 pm, monthly.

• The re-organization meeting held the third Wednesday in January.

• The annual achievement and awards program held the 3rd Wednesday in October.

Article III. Policies
• The Club will hold meetings that include business, social and recreation activities, and hands-on fun learning.

• A simple majority of “votes in favor” will pass decisions.

Article V. Parliamentary Procedures
• The Club will use basic principles of parliamentary procedures as defined in Roberts Rules of Order.

Continued
4-H Club By-Laws

Article VI. Officers
- Election of officers will occur one month after the re-organization meeting.
- Nominations from the floor will also be permitted.
- The Club will vote on vacancies in any given office.

Article VII. Committees
- Standing committees will be: (1) Awards and Recognition Banquet Committee, (2) Fundraising Committee, (3) Community Service, (4) Constitution and By-laws, (5) Activities Committee.

These By-Laws have been adopted by the members of
__________________________________________________________4-H Club
On date __________________________
Signature __________________________________
Print name here______________________________
Club Organizational Advisor
Date______________________________
Signature __________________________________
Print name here______________________________
Club Youth President
Date______________________________

Date(s) of amendment: ____________