

**By-Laws of the
Kentucky Association of Extension 4-H Agents**
Amended 4/25/17

BOLD TYPE ARE CHANGES TO BYLAWS

Article I – Name

The name of this organization shall be the Kentucky Association of Extension 4-H Agents.

Article II – Purpose

The primary purpose of the Kentucky Association of Extension 4-H Agents is to promote the profession of Extension 4-H Youth Development and work on a state level. The objectives are as follows:

1. To advance the professional status of Extension 4-H Youth Development personnel.
2. To encourage professional improvement of all members.
3. To increase interest in Extension 4-H Youth Development work as a professional career.
4. To provide for exchange of ideas, methods, and techniques.
5. To promote cooperation among all Extension professionals.
6. To promote the educational programs of the University of Kentucky College of Agriculture Cooperative Extension Service.

Article III – Membership

Section 1. MEMBER: Membership in KAE4-HA is open to currently employed Cooperative Extension Service professionals, assigned responsibility for 4-H Youth Development or professional interest for promoting or supporting same. Members may vote, hold elected or appointed positions, and will pay full current dues amount. A professional is defined as a person who has pursued a **four year** course of study and has obtained the minimum of a bachelor's degree, and holds a salaried position in the Kentucky Cooperative Extension Service.

Section 2. INTRODUCTORY MEMBER: **Extension Professionals (assigned responsibility for 4-H Youth Development) meeting membership guidelines, KAE4-HA shall waive state dues and the introductory member shall pay only current National dues for the first-year membership. Introductory members shall be granted all rights of membership.**

Section 3. LIFETIME MEMBER: Retirees who were active dues-paying members of KAE4-HA at the time of their retirement. No state dues will be charged.

Section 4. ASSOCIATE MEMBER: Kentucky Cooperative Extension Service employees who do not have primary responsibility in 4-H Youth Development, but meet the professional definition found in Article III, Section 1 (e.g., ANR, FCS, Horticulture, CED, Fine Arts Extension Agents, Specialists, Associates, and Administrators) may become an Associate Member of KAE4-HA. Associate Members pay state dues only and may attend the KAE4-HA Annual Meeting at the regular Member rate. Associate Members do not have voting rights, cannot serve in KAE4-HA leadership roles; and are not eligible for awards.

Section 5. – NON-DISCRIMNATORY STATEMENT: **Membership for the Association shall be opened on a non-discriminatory basis without 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.**

Article IV – Dues

Annual dues of the association shall include National dues as recommended by NAE4-HA and state dues as approved by the membership of KAE4-HA.

Article V – Officers & Board of Directors

Section 1. The officers of KAE4-HA shall consist of President, President Elect, Vice President, Secretary, Treasurer, **and Past President.**

Section 2. The Board of Directors shall consist of above officers, the retiring President, two association directors from each Extension District, one representative from the State Staff, and Committee Chairs who are non-voting members.

1. The members in each District shall elect one director each year for a term of two years.

Section 3. Any KAE4-HA member serving on the NAE4-HA Board will also be a member (non-voting) of the State Association Board of Directors during their tenure on the NAE4-HA Board.

Section 4. Election of officers shall be at the annual meeting. The President shall appoint a nominating committee who will submit a slate of officers consisting of no more than two nominees for each office.

Section 5. The term of office for the President and President Elect shall be for one year. The term of office for the Vice- President, Secretary and Treasurer shall be for two years. (Treasurer elected on odd numbered years and Secretary and Vice-President-elected on even numbered years.)

Section 6. Duties of the officers and board shall be as the office implies and described in the Policy Handbook.

Section 7. The officers, committee chairpersons, and district association directors will take office at the conclusion of the Annual Meeting.

Section 8. If a District Association Director vacancy occurs, the Association members of that District shall immediately appoint a member to fill the vacancy.

Section 9. In the event of an officer vacancy, there shall be action taken by the Board to fill such vacancy. In the case of President and/or President Elect, the next officer in order shall move up (President, President Elect, and Vice-President) to complete the term. In the event of a Vice President, Secretary, or Treasurer vacancy, the Board shall fill the term vacancy at the next regular board meeting by election.

Section 10. One more than half of the voting members of the Board of Directors shall constitute a quorum at Board meetings.

Article VI – Committees

Section 1. The standing committees of the KAE4-HA shall match the standing committee on the NAE4-HA at the national level. The Committees will select their Chair and Chair Elects, to be officially appointed by the President Elect.

Section 2. There shall be the following State Committees of KAE4-HA which are appointed by the President with approval of the Board of Directors: **Nominations**, Budget, Conference Planning, Social, Membership, Legislative Relations, Benefits and Ad-hoc Committees. **The Committees will select their Chairs and Chair- Elects, to be officially appointed by the President-Elect.**

Article VII – Meetings

This Association shall meet annually. An annual conference will be conducted each spring at a date and time approved by the Board. The Board of Directors may call additional meetings if necessary.

Article VIII – Voting

Members present at the annual meeting shall conduct all business and election of the Association by a plurality voting process. Electronic voting will be allowed on items deemed "time sensitive" or pertinent to the operation of the association by either full members or Board members with prior notification of ten working days prior to the official vote on the item presented. The association President will coordinate the vote. The Secretary will be responsible for counting and reporting the results of the vote.

Article IX – Amendments

The Bylaws shall be amended by a two-thirds vote of members present at any business meeting or special meeting called for that purpose. Membership shall be duly notified 30 days prior to the business meeting.

These amended bylaws are approved by the KAE4HA Association membership on April 25, 2017.

I hereby certify that the foregoing by-laws of the KAE4HA Association were adopted by the membership at a meeting of the membership on April 25, 2017

Torey Earle, President

DATE

ATTESTED BY:

Dianna Reed, Secretary

DATE

EXPLANATIONS OF NEW COMMITTEE STRUCTURE AS OF 4/25/17

Article VI – Committees

Section 1. The standing committees of the KAE4-HA shall match the standing committee on the NAE4-HA at the national level. The Committees will select their Chair and Chair Elects, to be officially appointed by the President Elect.

NEW STANDING COMMITTEE STRUCTURE WHEN BYLAWS CHANGES ARE PASSED.

Standing Committees—Open Member Participation:

- 1. Life Member*
- 2. Member Recognition*
- 3. Policy and Resolutions*
- 4. Professional Development*
- 5. Public Relations and Information*
- 6. Research & Evaluation*

Committee structure would have to be review each year to make sure it follows National Association.

Section 2. There shall be the following State Committees of KAE4-HA which are appointed by the President with approval of the Board of Directors: Nominations, Budget, Conference Planning, Gifts, Social, Membership, Legislative Relations, Benefits and Ad-hoc Committees. The Committees will select their Chairs and Chair- Elects, to be officially appointed by the President-Elect.

NEW STATE COMMITTEE STRUCTURE WHEN BYLAWS CHANGES ARE PASSED.

State Committees—Open Member Participation:

1. Nominations
2. Budget
3. Conference Planning
4. Social
5. Membership
6. Legislative Relations
7. Benefits
8. Any Ad-hoc Committees appointed by the Chair.