

**Tanana District 4-H/FFA Livestock Committee
Operations and Procedures**

ARTICLE I

Section 1. The name of the organization shall be Tanana District 4-H/ FFA Livestock Committee.

Section 2. The mailing address for the council shall be P.O. Box 758155, Fairbanks, Alaska 99775-8155.

ARTICLE II

The purpose of the committee is:

A. To provide guidance and structure to the Tanana District 4-H/FFA Livestock Program so that it can provide an educational opportunity for all 4-H/FFA members to develop personal skills and knowledge relating to the selection, management, and marketing of a livestock project.

B. To coordinate Tanana District 4-H/ FFA Livestock events and activities.

C. To establish, promote, and improve lines of communication among or between leaders, members, agents and program assistants in the Tanana District 4-H/ FFA Livestock program.

D. To plan and determine policies for 4-H/ FFA Livestock projects.

E. To encourage a uniform, high standard of achievement within the 4-H/ FFA Livestock program.

F. Providing guidelines for generating and dissipating funds through the Tanana District 4-H/ FFA Livestock Education Fund (LEF).

G. The Tanana District 4-H/FFA Livestock Committee has identified the following 6 life skills as reasons why 4-H/FFA livestock programs are offered to our youth.

1. Acquiring, Analyzing, and Using information: For youth to learn how to gather and understand livestock information until their project is successfully completed.

2. Problem Solving and Decision-Making: For youth to set goals and to identify the logical steps necessary to manage their livestock projects.

3. Managing Resources: For youth to manage their time, finances, responsibilities and other resources to meet their project goals.

4. Understanding Self: Youth, through a livestock project, will build self-confidence, develop a positive attitude, as well as learn and accept responsibility.

5. Communicating and Relating to Others: For youth to improve their listening, speaking, and writing skills so they can interact with others in a positive manner.

6. Cooperation Working with Others: For youth to work with others to accomplish and to accept group goals.

ARTICLE III

Section 1. Organization

A. The local Tanana District 4-H/FFA Leaders/Advisors and Extension Agent shall advise and work with the Tanana District 4-H/FFA Livestock Committee, helping the officers and committee carry forward the purpose of this organization

B. For the purposes of this committee, a year is defined as the period from October 1st of one year to September 30th of the following year.

Section 2. Membership

A. Membership shall include all enrolled Tanana District 4-H/FFA adult leaders/advisors and youth members.

B. An adult leader/advisor is any community, district, assistant, main, resource or project leader.

C. No person shall be excluded from membership because of race, color, religion, national origin, age, sex, sexual orientation, veteran status, physical or mental disability, marital status, pregnancy or parenthood.

D. Any member may serve on any subcommittees in accordance with Article III Section 4.

E. The Voting Membership of the Committee shall consist of any member twelve years of age or older who has attended 3 meetings within the last two years.

F. Each voting member can only vote once per election topic despite the number of voting qualifications held.

Section 3. Meetings

A. The Tanana District 4-H/ FFA Livestock Committee will hold not less than six regular meetings to include but not restricted to the first Tuesday of October, November, February, April, June, and September, unless otherwise announced.

B. Business may be transacted at official meetings or officially called special meetings.

C. Special meetings of the Tanana District 4-H/ FFA Livestock Committee or Executive Committee may be called by the president, 4-H/FFA agent/advisor or a committee of three (3) or more members one (1) of which is an executive officer.

D. A quorum shall consist of three (3) officers plus any voting members present.

E. The Alaska Cooperative Extension staff members/FFA Advisors shall act as advisors to the Tanana District 4-H/ FFA Livestock Committee ex-officio, without a vote.

F. Meetings shall be conducted according to the latest "Roberts Rules of Order" when they are not inconsistent with these Operations and Procedures.

Section 4. Executive Committee and Subcommittees

A. Executive committee shall consist of the President, Vice-President, Treasurer, and Secretary

B. Subcommittees, subcommittee Chair, subcommittee members and their duties/responsibilities shall be appointed by the President with the approval of the council.

C. All subcommittee meetings shall be open to all 4-H/FFA adult and youth members and other interested adults, unless deemed necessary to enter confidential session. Such a designation will be determined by the Livestock Committee President or the Subcommittee Chair.

D. Ethics Subcommittee is permanently exempt from the public hearing clause stated in Article III Section 4.C.

ARTICLE IV

Section 1. Officers

Officers shall be President, Vice-President, Treasurer, and Secretary.

Section 2. Duties

A. The term of office shall be two (2) years. An officer may not serve more than two (2) consecutive terms in the same office.

B. President and Secretary shall be elected on even years. Vice President and Treasurer shall be elected on odd years

C. Elected officers shall assume office upon election, held during the October meeting, and shall serve until successors are duly elected.

D. The President shall make appointments to positions vacated prior to end of term. If vacancy is greater than six months prior to the term ending, the appointed individual must be ratified to their position by the Livestock Committee during the next regular meeting in order to remain in office.

ARTICLE V

Section 1. Amendments

Proposed amendments to the Operations and Procedures of the Tanana District 4-H/FFA Livestock Committee shall be submitted in writing to the President at a regular meeting for the committee, and shall not be voted on until the next regular meeting. Amendments may be adopted at any regular meeting by a simple majority of the voting members of the committee present.

ARTICLE VI

Dissolution of the Tanana District 4-H/FFA Livestock Committee

A. If and only if the Tanana District 4-H/FFA Livestock Committee is dissolved, disbanded, or becomes inactive through November of the following year; all funds, assets, and properties shall be donated to the Tanana District 4-H Leaders Council. Donated assets should be used to further 4-H/FFA education, fund 4-H/FFA scholarships or other similarly appropriate needs.

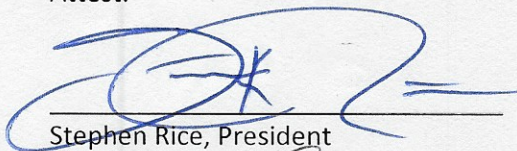
B. Funds, assets and properties acquired in the name of the Tanana District 4-H/FFA Livestock Committee cannot be shared or disbursed to any members.

C. Disbursement of funds, assets, or properties shall be decided by a majority vote of the Committee unless the Committee and the executive committee have become inactive. If inactive, the Tanana District Cooperative Extension Agent, in consultation with Alaska Cooperative Extension administration, shall decide disbursement of funds, assets, and properties to the above designated entities.

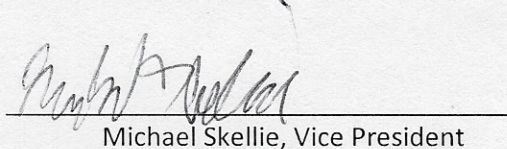
The foregoing Operations and Procedures were adopted as the Operations and Procedures of this corporation by the members of the Tanana District 4-H/FFA Livestock Committee and its Board of Directors on,

Adopted: February 1, 2017

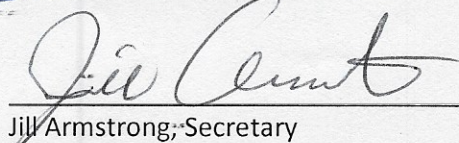
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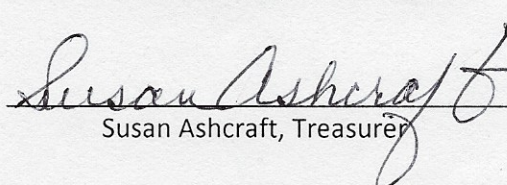
Stephen Rice, President



Michael Skellie, Vice President



Jill Armstrong, Secretary



Susan Ashcraft, Treasurer