2016-2017 Texas 4-H Council

Delegate Information

Congratulations!

2016-2017 Texas 4-H Council Training:
The 2016-17 Texas 4-H Council Workshop is scheduled for July 25-28, 2016 at your Texas 4-H Conference Center in Brownwood, Texas. The workshop is for all 2016-2017 Texas 4-H Council delegates. This is a required training that delegates must attend to fulfill membership on the Texas 4-H Council.

The objectives of the workshop are:
- To strengthen the leadership skills of all Texas 4-H Council members;
- To provide members training in public speaking, leadership development, and public relations;
- To prepare members for leadership roles in conducting district and state 4-H activities; and
- To provide an opportunity for delegates to get acquainted and elect officers.

Participation:
Participation in the Texas 4-H Council Workshop is mandatory for council delegates. If an elected delegate cannot attend the workshop an alternate from the district should be selected to fulfill Texas 4-H Council responsibilities and thus will become the district’s recognized delegate on the Council. Delegates will be officially installed as members of the Texas 4-H Council upon completion of Council Workshop.

Expenses – Registration Fee:
Registration will be completed on 4-H Connect. All workshop participants will pay a registration fee of $350.00. This fee is used to defray expenses for your Texas 4-H Council green blazers, name badges and insurance throughout the year. Do not bring the payment to the workshop. The registration fee must be paid directly to Texas AgriLife Extension prior to the workshop. If payment has not cleared by July 20, 2016, you will not be able to attend the workshop, and therefore not able to serve on Texas 4-H Council. You will be responsible for travel and meals to and from the workshop.
Registration Process:
Registration will be open on 4-H Connect until midnight July 11th. It is your responsibility to get registered and make payment. So don’t delay; register as early as possible. If you do not get registered by the 11th, we will know that you are not interested in participating on Texas 4-H Council.

Community Service:
Be prepared with ideas that the Council can promote – and manage – throughout the state. We want to lead by example and service is a great opportunity.

Presentation Expectations:
All council members are expected to give a minimum of three 4-H presentations during the year. The Council experience is designed to help you prepare for the many opportunities you will have within the year.

Texas 4-H Council Officer Positions:
Several questions always come up concerning officer positions. The standing rules state that the officers shall be elected annually and shall be: President, two Vice-Presidents, Secretary, Public Relations Officer, and Health and Safety Officer. The elections will be by secret ballot and will be held on the last day of Workshop. As the ballots are counted and the candidates are narrowed to the final two or three choices (depending on the votes), those candidates will have the opportunity to answer a question that has been prepared for that purpose. There is not a time specifically set aside for discussing officer positions or for giving candidate speeches. Delegates should do their best at everything they do during Workshop while being real and being themselves. Officer discussions do take place behind the scenes and everyone knows who would like to serve when it comes time to vote.

Advisor Contact Information:

<table>
<thead>
<tr>
<th>Name</th>
<th>Phone</th>
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<tbody>
<tr>
<td>Dr. Darlene Locke</td>
<td>325.642.9427</td>
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<tr>
<td>Mrs. Jana Barrett</td>
<td>979.220.6043</td>
</tr>
<tr>
<td>Dr. Montza Williams</td>
<td>903.539.7996</td>
</tr>
<tr>
<td>Mr. Garry Branham</td>
<td>325.234.0191</td>
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Other:
Sponsorships are always invited and welcome. Each year a new group of young people who have new and different contacts join the team. If you know of someone or a business who would like to be a donor for Texas 4-H Council, please ask them. There are several opportunities available and we will discuss them during Workshop. However, the two that many ask about are Council polos at $900.00 and t-shirts at $750.00. The past couple of years, we have been able to celebrate their donation and provide them recognition by putting their name/logo on the sleeve of the shirt. Go through your contacts and see if you have anyone who would be willing to be a part of the team.
If you need any type of accommodation to participate in this program or have questions about the physical access provided, please contact Dr. Montza Williams or Dr. Darlene Locke at the numbers provided within this letter.

More information will be made available to all delegates once they have been selected. You may reach any advisor at the contact information provided. All of the advisors are available to visit with you.

On behalf of the four Texas 4-H Council advisors, we look forward to working with you this year. Again, congratulations!

Montza Williams, EdD
Assistant Professor & 4-H Youth Development Specialist
P.O. Box 38
Overton, Texas 75684
E-mail: ml-williams@tamu.edu
Work phone: 903.838.6191
Cell phone: 903.539.7996
Secretary: Ms. Wanda Schrader
Texas 4-H Council

The Texas 4-H Council is a team of 4-H members elected by their peers from across the state of Texas representing the twelve AgriLife Extension districts. Serving as ambassadors for the Texas 4-H program, members represent the organization statewide while collaborating with Extension faculty to plan, coordinate, and facilitate activities and events.

Texas 4-H Council membership is open to all youth, irrespective of race, color, religion, sex, national origin, disability, or genetic information. Representation may consist of three delegates from each District 4-H Council selected at the District level according to state/district guidelines. One of the delegates should represent a diverse population.

Texas 4-H Council membership is conferred after participation and completion of the entire Texas 4-H Council Workshop. If an elected district delegate is unable to participate in the entire workshop, they forfeit their space on the Texas 4-H Council to another District delegate. They will still retain their elected district office.

There are specific events/activities/meetings that are required of the elected officers. These same activities are encouraged of all members. Dates for the following events are distributed as soon as they are known to the advisors.

- State Fair of Texas Honor Awards; Dallas
- Fall Meeting; Brownwood
- Junior Leadership Retreat; Brownwood
- January Planning Meeting; Brownwood
- Texas 4-H Roundup; College Station
- Texas 4-H Congress; Austin

Expectations for Texas 4-H Council members

- Be engaged in regularly scheduled business and planning meetings
- Serve as positive role models for other 4-H members
- Uphold the high ideals, values and standards of the Texas 4-H program
- Work with Extension faculty in planning and conducting District and State events and activities
- Seek opportunities to expand and diversify audiences and programs of the Texas 4-H Youth Development Program
- Be committed to the Council and work to fulfill the selected goals and responsibilities
- Be dedicated to personal development while having fun and respecting the differences in others
Texas 4-H Council Membership Requirements

1. Texas 4-H Council membership is open to all youth, irrespective of race, color, disability, sex, religion, national origin or genetic information. Representation may consist of three delegates from each District 4-H Council selected at the District level according to state/district guidelines. One of the delegates should represent a diverse population.

2. Council members must:
   - reach their 16th birthday,
   - must not have reached their 19th birthday on or before August 31st of the calendar year in which they are installed on the Texas 4-H Council and
   - be a student in the 10th, 11th, or 12th grade for the year serving on Texas 4-H Council.

3. Delegates shall be eligible to attain and hold membership on the Texas 4-H Council for only one year.

4. Texas 4-H Council membership only occurs after participation and completion of the entire Texas 4-H Council Workshop scheduled for July 25-28, 2016 at the Texas 4-H Conference Center in Brownwood. ($350 registration fee plus travel) If an elected district delegate is unable to participate in the entire workshop, they forfeit their spot on the Texas 4-H Council to another District delegate. They will still retain their elected district office.

5. There are specific events/activities/meetings that are required of the (6) elected officers (President;1st VP; 2nd VP; Secretary; Public Relations; Health and Safety) and encouraged for all members: (some dates are tentative and subject to change)
   - State Fair of Texas Honor Awards (October 4, 2016 /tentative/ – Dallas) -1 night lodging expense
   - Fall Meeting (October 21-23, 2016 – TX 4-H Conference Center) -$125 approximate expense
   - Junior Leadership Retreat (November 11-13, 2016 – TX 4-H Conference Center) -$125 approximate expense
   - January Planning Meeting (January 6-8, 2017 – TX 4-H Conference Center) -$125 approximate expense
   - Texas 4-H Roundup (June 10-16, 2017 /tentative/ – College Station) -registration, meals and lodging
   - Web Meetings (dates to be distributed during Workshop)

6. Officer Positions:
   - Executive Committee
     President
     First Vice-President
     Second Vice-President
     Secretary
     Public Relations Officer
     Health and Safety Officer

7. Officer Election Process:
   - Officers shall be elected at the Texas 4-H Council Workshop.
   - Officer campaigning is not allowed.
   - Nominations are by ballot.
   - A majority constitutes an election.
   - Candidates are given a topic and have two minutes to prepare their thoughts and speak before the group.

I have read and understand this document and a copy of the Texas 4-H Council Standing Rules.
2016-2017 Texas 4-H Council Schedule of Events

The Texas 4-H Youth Development Program provides Texas 4-H Council a number of opportunities to be ambassadors for the program. Texas 4-H Council members are held to a high standard of excellence which should be demonstrated by their participation in these events and activities.

Council Requirements: The following events are opportunities and some requirements that are available for all Texas 4-H Council members beginning July 25, 2016 and ending August 31, 2017. Each section will list and explain requirements for attending council related events. Additional officer expectations are noted with an asterisk (*). Members NOT meeting the requirements listed below will be reviewed and could be removed from Texas 4-H Council by their Advisors and the 4-H Program Director. Please note other meetings/events may arise throughout the year where 4-H Council participation is needed.

It is expected that you will also fulfill your responsibilities at the County and District levels. Not completing the requirements at those levels has repercussions that follow to Texas 4-H Council. Being removed from the position that elevated you to Texas 4-H Council means that you will also be removed from Texas 4-H Council.

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<tr>
<th>Event</th>
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<tr>
<td>The following events are required for all members.</td>
<td></td>
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<tr>
<td>Texas 4-H Council Workshop and Training</td>
<td>July 25-28, 2016</td>
<td>Brownwood</td>
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<tr>
<td>January Planning Meeting/Teen Retreat*</td>
<td>January 6-8, 2017</td>
<td>Brownwood</td>
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<tr>
<td>Texas 4-H Roundup*</td>
<td>June 10-16, 2017</td>
<td>College Station</td>
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<tr>
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<tr>
<td>Participation in one of the following events is required.</td>
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<tr>
<td>State Fair of Texas*</td>
<td>October 4, 2016</td>
<td>Dallas</td>
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<tr>
<td>Fall Council Meeting*</td>
<td>October 21-23, 2016</td>
<td>Brownwood</td>
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<tr>
<td>Junior Leader Retreat</td>
<td>November 11-13, 2016</td>
<td>Brownwood</td>
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<tr>
<td>San Antonio Livestock Exhibition Youth Day</td>
<td>February 11, 2017</td>
<td>San Antonio</td>
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<th>Event</th>
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<tr>
<td>Participation in a minimum of two of the following WebEx meetings is required.</td>
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<tr>
<td>October WebEx</td>
<td>TBD</td>
<td>Online</td>
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<tr>
<td>December WebEx</td>
<td>TBD</td>
<td>Online</td>
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<tr>
<td>February WebEx</td>
<td>TBD</td>
<td>Online</td>
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<tr>
<td>March WebEx</td>
<td>TBD</td>
<td>Online</td>
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<tr>
<td>April WebEx</td>
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<tr>
<td>May WebEx</td>
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<td>Online</td>
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*Officers must be in attendance

Delegate Initials: __________________________
Frequently Asked Questions:

Above all, it is important to communicate ahead of time with all of your advisors if you have a scheduling conflict. We realize you have multiple obligations and we are much more willing to excuse absences if they are communicated in a professional and timely manner. These conflicts will be managed and excused by advisors on a case-by-case basis. However, here are some questions we often receive and the answers you will be provided when asked.

Q: “I have a county show/athletic event (basketball tournament) on the same weekend as the January Planning Meeting/Teen Retreat.”
Advisor Answer: “Texas 4-H Council OFFICERS must attend the entire weekend of the January Planning Meeting/Teen Retreat. All 4-H Council Members are expected to attend; however, if individuals cannot it will be handled on a case-by-case basis if it is communicated in advance.”

Q: “I will be late attending Roundup the day council is expected to arrive (sometimes the Saturday prior) because of high school graduation occurring on Saturday morning.”
Advisor Answer: “Please arrive as soon as possible and work individually with advisors to confirm your schedule.”

Q: “I will be late attending Roundup the day council is expected to arrive (sometimes the Saturday prior) because of high school graduation parties/project graduations/etc occurring that weekend.”
Advisor Answer: “You will be expected to arrive as scheduled with the rest of council.”

Q: “I will be late attending Roundup the day council is expected to arrive (sometimes the Saturday prior) because I will be practicing and travelling with my judging team.”
Advisor Answer: “You will be expected to arrive as scheduled with the rest of council.”

Q: “I will be late attending Roundup/Congress the day council is expected to arrive (usually earlier than the event dates) because I am ill.”
Advisor Answer: “You will be expected to arrive ASAP after you recover with a doctor’s excuse.”

Q: “Are Texas 4-H Council officers automatically selected to hold leadership positions at Texas 4-H Congress (ex. President as Texas Governor)?”
Advisor Answer: “No, selection for this position is based upon exhibited leadership throughout the year.”

Q: “What does ‘removed from Texas 4-H Council mean?’”
Advisor Answer: “This means that members will not be allowed to participate in events as Texas 4-H Council members. They will also relinquish any leadership roles and responsibilities associated with Texas 4-H Council.”

I have read the information listed above and I am aware that I may be dismissed from Texas 4-H Council for not fulfilling specified requirements.
Texas 4-H Council Standing Rules

Youth involvement in program development at all levels is an essential aspect of successful 4-H programming. For this reason, the Texas 4-H Council provides for representative 4-H youth 16-19 years of age:

➢ the opportunity to provide input to the state Extension staff on programs for 4-H youth,
➢ to maintain linkage with District 4-H Councils,
➢ to assist with the development and implementation of state events and activities,
➢ to provide 4-H youth the opportunity to learn democratic principles and procedures, and
➢ to interpret the 4-H program to the public through effective and satisfying group organization.

The following standing rules adopted by the Texas 4-H Council members serve as guidelines for group procedures.

1. **Name:**
   ➢ The name of this organization shall be the Texas 4-H Council.

2. **Purpose:**
   The purpose shall be to act as a sounding board to:
   ➢ Identify needs and interests of 4-H youth.
   ➢ Suggest and explore action programs that will meet the needs and interests of youth.
   ➢ Advise in the determination of future 4-H programs.
   ➢ Provide a youth voice and leadership team for Junior Leader Retreat, Texas 4-H Roundup, and Texas 4-H Congress.

3. **MEMBERSHIP:**
   a. The Texas 4-H Council membership is open to all youth irrespective of race, color, religion, sex, national origin, disability, or genetic information. It consists of two member delegates from each District 4-H Council and elected delegates-at-large (see Sections 3f and 3g).
   b. Council members must be entering the 10th, 11th, or 12th grades and must be between the ages of 16 and 18 on August 31st of the calendar year in which they are installed on the Texas 4-H Council.
   c. Delegates shall be eligible to attain and hold membership on the Texas 4-H Council for only one year.
   d. District representatives must participate in the total Texas 4-H Council Workshop and training to be an official member of the Texas 4-H Council.
   e. District Councils may select alternates to fulfill responsibilities of regularly elected delegates. Any alternate who attends the Texas 4-H Council Workshop becomes the official recognized delegate on the Council from his/her respective district and will fulfill Council duties throughout the remainder of the year. This alternate shall meet the requirements for the Council membership.
Texas 4-H Council Standing Rules

f. The twelve (12) District Councils have the opportunity to select a Delegate-at-Large on an annual basis to serve on the Texas 4-H Council.

g. Delegates-at-Large represent District 4-H Councils as members of the Texas 4-H Council. The same standing rules for membership apply to all delegates. Efforts should be made to assure minority representation on the Texas 4-H Council. If District Councils do not elect at least one minority to fill the offices (usually President and Vice-President) that are representatives to Texas 4-H Council, they will select a minority to fill the position of Delegate-at-Large. If a District Council is unable to fill one of the three positions with a minority member, the District will forfeit its opportunity for the minority delegate representation for that year. Minority status is defined as 1/16th minority nationality.

h. A Council member enrolling out of state or district of which they were elected/selected shall automatically relinquish his/her position on the Texas 4-H Council pending approval by council advisors.

4. OFFICERS:
   ➢ The officers shall be elected annually and shall be: President, two Vice-Presidents, Secretary, Public Relations Officer, and Health and Safety Officer. The Executive Committee shall appoint members as needed to fill vacancies in officer positions.

5. TERM OF OFFICE:
   ➢ Council members and officers shall serve from the time of installation until installation of new members and officers the following year. Officers shall be elected annually and shall be eligible for only one term of office. No person shall hold more than one office on the Texas 4-H Council.

6. TEXAS 4-H COUNCIL WORKSHOP AND ELECTION OF OFFICERS:
   ➢ Council Workshop shall be held as scheduled. Officers shall be elected at the workshop and will be nominated by ballot. Elections shall be by ballot. A majority constitutes an election. Each candidate may speak on the given topic and will have two (2) minutes total to prepare and offer remarks.

7. EXECUTIVE COMMITTEE:
   ➢ The Executive Committee shall be composed of the officers and council advisors.

8. COMMITTEES:
   ➢ Committees may be appointed at any time by the Executive Committee.

9. VOTING BODY:
   ➢ The voting body shall consist of the members as defined in Rule 3, except in the election of officers. The two current participating delegate representatives will cast a single vote to be used in the event of a tie. In the event of a tie, each candidate will speak on a new topic. If another tie occurs, the sealed vote of the current council representatives will break the tie.
Texas 4-H Council Standing Rules

10. QUORUM:
   ➣ A quorum shall be a simple majority of the membership representing at least seven different districts.

11. AMENDMENTS:
   ➣ Suggested/recommended amendments may be made at any regular meeting and approved with a two thirds vote but must have the approval of the state 4-H Program Director before amendments can be made to the by-laws.

12. REPRESENTATION REPORTS:
   ➣ Texas 4-H Council members who are designated as representatives of the council at various events will be responsible for submitting a written report of their participation in the event to the Texas 4-H Council Secretary or to the council advisors within two weeks after the event. These reports will become part of the official secretary’s notebook.

13. TEXAS 4-H COUNCIL MEMBER BEHAVIOR:
   ➣ Texas 4-H Council members are required to follow the stated Texas 4-H and Youth Development Consequences of Misbehavior and Code of Conduct. If a Texas 4-H Council member is suspected of any illegal activity (consuming alcoholic beverages and/or illegal drugs, etc.) before or during any activity or while representing the Texas 4-H Council, he/she shall be subject to be sent home and/or to dismissal from the Texas 4-H Council at the discretion of the Executive Committee and/or council advisors.

14. COUNCIL DISSOLUTION:
   ➣ Upon the dissolution of the Council, all real property, including money, equipment and land, shall become the property of the Texas 4-H Program for care and distribution. The last official duty of the advisors shall be to effect the transfer of council property and to turn over all records to the State 4-H Office.