

**BY-LAWS OF THE NEW JERSEY STATE 4 H SHOOTING SPORTS ADVISORY
COUNCIL,
A NON-PROFIT ORGANIZATION**

ARTICLE I ORGANIZATION

The name of the organization shall be the New Jersey State 4 H Shooting Sports Advisory Council

ARTICLE II PURPOSES

The following are the purposes for which this advisory council has been organized:

The primary purpose of the New Jersey State 4 H Shooting Sports Advisory Council is to provide advice and support to the New Jersey 4-H Shooting Sports Program, arrange trainings and ensuring that programs follow the youth development education program which uses a prevention education model that strongly emphasizes positive youth adult interaction and peer leadership.

THE OBJECTIVES SHALL BE:

The State 4-H Shooting Sports Coordinator and State 4-H Shooting Sports Advisory Council will:

1. Administer the program based on National 4-H Shooting Sport Curriculum and Guidelines, the state plan and policies, and on the mission and priorities of the 4-H Department.
2. To promote the programs, activities and other opportunities available through 4-H Shooting Sports.
3. Conduct Instructor Training and Certification as a group.
4. Develop informational materials used in publicizing the program.
5. Provide orientation of county faculty & staff to the Shooting Sports Program.
6. Initiate resource development in partial support of programming.
7. (State Coordinator will) maintain files of 4-H Instructor Certification Status.
8. Cooperate with State and County Faculty & staff to assist in program operations and administration.
9. Provide leadership for State and Invitational 4-H Shooting Sports Events or program as established by the advisory council and supported by the 4-H Department.

ARTICLE III MEMBERSHIP

The membership shall be composed as described by Article IV of the Constitution.

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The Business / Industry or Organizational Representatives, County 4-H Professionals, Extension Professionals and teen representatives shall be nominated by membership committee and voted on by the council.

The NJ4-H State Coordinator shall be appointed by the 4-H Department of Youth Chair.

Membership shall be for three years. A member that attends three or more of the four meetings a year is a member in good standing.

Individuals will be selected to serve without regard to race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation or marital or family status.

ARTICLE IV MEETINGS

The advisory committee will meet at least four times a year with suggested meetings in on the third Tuesday of January, April (April State Training), July, October. Three meetings are to be held at a central location in the evening, and one meeting held at the Annual Spring State Training. Additional meeting times to fulfill duties throughout the year may be needed.

The annual membership meeting of this organization shall be held at the April State Training, each and every year except if such day is a legal holiday, or cancelled due to inclement weather, then and in that event, the Chairperson shall reschedule the meeting.

The Secretary shall mail or email to every member in good standing at his/her address as it appears in the membership roll book in this organization a notice telling the time and place of such meeting.

The presence of not less than a simple majority of the members shall constitute a quorum and shall be necessary to conduct the business of this organization; but a lesser percentage may adjourn the meeting for a period of not more than 4 weeks from the date scheduled by these By-Laws and the secretary shall send a notice of this scheduled meeting to all those members who were not present at the meeting originally called. A quorum as herein before set forth shall be required at any adjourned meeting.

Special meetings of this organization may be called by the Chairperson when he/she deems it for the best interest of the organization. Notices of such meeting shall be mailed or e-mailed to all members at their addresses as they appear in the membership roll book at least ten (10) days before the scheduled date set for such special meeting. Such notice shall state the reasons that such meeting has been called, the business to be transacted at such meeting and by whom it was called.

No other business but that specified in the notice may be transacted at such special meeting without the unanimous consent of all present at such meeting.

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ARTICLE V VOTING

At all meetings, all votes shall be by voice.

At any regular or special meeting, if a majority so requires, any question may be voted upon by using ballots. At all votes by ballot the chairman of such meeting shall, prior to the commencement of balloting, appoint a committee of three who shall act as "Inspectors of Election" and who shall, at the conclusion of such balloting, certify in writing to the Chairman the results and the certified copy shall be physically affixed in the minute book to the minutes of that meeting.

No inspector of election shall be a candidate for office or shall be personally interested in the question voted upon.

ARTICLE VI ORDER OF BUSINESS

The suggested order of business shall be followed at council meetings

1. Call to order, Pledge of Allegiance, 4-H Pledge.
2. Reading of the Minutes of the preceding meeting.
3. Treasurers Report.
4. Reports of Committees.
5. Old and Unfinished Business.
6. New Business.
7. State Coordinator's Report
8. Club reports
9. Adjournments

ARTICLE VII OFFICERS

The initial officers of the organization shall be as follows:

Chairperson

Vice Chairperson

Secretary

Treasurer

The Chairperson shall preside at all membership meetings. He/she shall present at each annual meeting of the organization an annual report of the work of the organization. He/she shall appoint all committees, temporary or permanent. He/she shall see all books, reports and certificates required by law are properly kept or filed. He/she shall be one of the officers who may sign the checks or drafts of the organization.

The Vice Chairperson shall in the event of the absence or inability of the Chairperson to exercise his/her office become acting Chairperson of the organization with all the rights, privileges and powers as if he/she had been the duly elected Chairperson.

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The Secretary shall keep the minutes and records of the organization in appropriate books. It shall be his/her duty to file any certificate required by any statute, federal or state. He/she shall give and serve all notices to members of this organization. He/she shall be the official custodian of the records. He/she may be one of the officers required to sign the checks and drafts of the organization. He/she shall present to the membership at any meetings any communication addressed to him/her as Secretary of the organization. He/she shall attend to all correspondence of the organization and shall exercise all duties incident to the office of Secretary.

The Treasurer shall have the care and custody of all monies belonging to the organization and shall be responsible for such monies or securities of the organization. He/she shall cause to be deposited in a regular business bank or trust company and the balance of the funds of the organization shall be deposited in a savings bank. He/she must be one of the officers who shall sign checks or drafts of the organization. No special fund may be set aside that shall make it unnecessary for the Treasurer to sign the checks issued upon it. He/she shall exercise all duties incident to the office of Treasurer.

No officer shall for reason of his/her office be entitled to receive any salary or compensation, but nothing herein shall be construed to prevent an officer or director for receiving any compensation from the organization for duties other than as a director or officer.

ARTICLE VIII OFFICER MEMBERSHIP TERMS

Officers of this organization will preside for a term of two years.

ARTICLE IX - COMMITTEES

All committees of this organization shall be appointed by the members by way of a motion and their term of office shall be for a period of three years or less if sooner terminated by the membership body.

The permanent committees shall be:

- Fundraising
- Equipment / Range
- Activities & Events
- Program Expansion & Review
- Training
- Instructor resources, Curriculum and Instructor Review
- Membership

ARTICLE X AMENDMENTS

After a minimum of two years, the Chair will appoint a committee to review & present their findings. Following the Committee Findings Report, the Bylaws may be altered, amended, repealed, or added to by an affirmative vote of not less than a simple majority of the members.

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ARTICLE XI DISSOLUTION OF ORGANIZATION

Upon dissolution of the said Council, any and all monies remaining will be automatically transferred to LG Cook 4-H Camp for use in the camp shooting sports program.

Adopted: February 2006

Reviewed: January 2006
Revised :