



4-H Chequamegon Area Cross Country Ski Club By-Laws

Red denotes updates made and approved by a quorum at our 1/17/08 general meeting.

ARTICLE I. Name

The name of the organization shall be 4-H CANSKI

ARTICLE II. Purpose

The purpose of this organization shall be:

1. Introduce the life long sport of cross country skiing
2. To determine policy for and conduct of the 4-H program in Bayfield County.
3. To plan, conduct and evaluate cross country instruction and appropriate training and activities with the assistance of the University Extension Office.
5. To provide the necessary funds for 4-H CANSKI activities and events.

ARTICLE III. Membership

Section A. The 4-H CANSKI club includes all enrolled members and families and all other persons and organizations supportive of the program. Voting members shall will have paid club dues for the season

Section B. No person shall, on the grounds of race, creed, ethnic background or disability, be excluded from participation in or be denied the benefit of or be subjected to discrimination under any program sponsored by the association.

Section C The use of organizational funds for personal gain of members is prohibited.

Section D. Persons identified as 4-H coaches and leaders who are working with youth without another certified adult 4-H leader with shall have completed a Youth Protection Program by January .

ARTICLE IV. Executive Board and Officers

Section A. Executive Board

1. The president, vice president, secretary, treasurer and past president (youth) and adult Executive Committee members will serve as Executive Board members.
2. The 4-H CANSKI club shall have at least two youth members on the Executive Board each year.
4. The officers of the club shall be a president, vice president, secretary, treasurer and public relations secretary. The president, vice president, secretary and treasurer shall be elected by the club and shall serve a one-year term.
5. Officers will be elected at the annual meeting with the officers assuming responsibility following the annual meeting. Officer vacancies shall be filled when vacated at the next club meeting.
6. The role of the Executive Board is to set policy for the club. The club will have input into the policy-making process.

Section B. Duties of Officers

1. The president shall preside at all meetings of the 4-H CANSKI club and shall perform the usual duties of a presiding officer.
2. The vice president shall act in the capacity of the president in the absence of the latter or when called to the chair by the president.
3. The secretary shall keep the minutes of all meetings of the association and Executive Board and record all motions whether adopted or defeated and handle correspondence. The secretary sends a copy of the minutes to the Bayfield County Extension Office immediately following each meeting.
4. The treasurer shall collect and care for all money and dues of the Association and pay bills as ordered by the Executive Board or association. The treasurer shall report to the club and submit a written report annually to them. The treasurer will submit books annually for audit.
5. The past president shall serve as advisor to the organization.

6. The Organizational Leader will help make the 4-H CANSKI Club available in the Community and ensure that the administrative needs within the club are met. The Organizational Leader will also serve as a liaison with the county Extension offices. The Treasurer (adult) will keep the checkbook for the organization and take in funds from grant sources, membership dues, and donations.

Section C. Indemnification of Officers, Executive Board and Employees

The association shall indemnify any person who was or is a party or is threatened to be made a party to any action, suit or proceeding, whether civil, criminal, administrative or investigative by reason of the fact that he or she is or was an officer, member of the Executive Board, employee or agent of the association against expenses, including attorney fees, judgments, fines and amounts paid in settlement actually and reasonably incurred by the person in connection with such action, suit or proceeding if the person acted in good faith and in a manner he or she reasonably believed to be in or not opposed to the best interests of the association, and with respect to any criminal action or proceeding, had no reasonable cause to believe his or her conduct was unlawful. Any indemnification, unless ordered by a court, shall be made by the association only as authorized in the specific case upon a determination that indemnification of the officer, member of the Executive Board, employee or agent is proper in the circumstances because he or she has met the applicable standard of conduct set forth above. The Executive Board shall make such determination by a majority vote of a quorum consisting of members of the Executive Board who are not party to such action, suit or proceeding. If such a quorum is not obtainable, then it will take majority vote of the members of the association.

ARTICLE V. Meetings

- Section A.** A quorum of the association shall be 10% of the active members of the club.
- Section B.** The Executive Board shall meet a minimum of four times a year. A quorum shall be a majority of the members.
- Section C.** The annual meeting of the association will be held in November each year.

ARTICLE VI. Standing Committees

- Section A.** The By-Laws Committee shall consist of the Executive Board. The committee shall review the by-laws on a bi-annual basis.

Section B. The **Executive** Committee shall consist of the Organizational Leader, Adult Treasurer, and general committee members (adult). They are to prepare the budget and present it to the association. The committee also facilitates fundraising and shall provide for an audit.

Section C. The **Executive Committee shall also develop and maintain an award, recognition and records system for members. This would include setting minimum guidelines for achievement and developing formats for member recognition.**

Section D. The Coaching Development Committee. The committee shall consist of three members and the 4-H Youth Agent will serve as non-voting advisor. The purpose of the CANSKI coaching development committee is to ensure that proper instruction, training and information is available to assist club coaches to be successful, to interpret all rules, guidelines, policies and consequences established by the association, to support goals established by the club.

Section E. The **Gear Committee will purchase, track, and manage club skis, gear, and lending program.**

ARTICLE VII. Committees

Section A. The committees shall consist of volunteers of leaders, junior leaders and other individuals knowledgeable and supportive of cross country skiing. Committees will be created as the need arises.

Section B. The purposes of the committees are to:

1. Identify the needs and strengths of an area.
2. Plan, implement and evaluate educational experiences for leaders and members.
3. Review literature and record sheets for needed update.
5. Submit budget to the Finance Committee.
6. Submit committee reports for newsletter or annual report.

ARTICLE VIII. Parliamentary Authority

“Roberts Rules of Order” supplemented by the Wisconsin 4-H bulletin #201, “How to Conduct a Meeting,” shall be considered as a satisfactory guideline for conducting of all meetings.

ARTICLE IX. Method of Amending

The by-laws may be amended at the annual meeting by a two-thirds vote of the **quorum** present. Notice must be given at a previous meeting and through notification by mail. In the notice, a copy of the current articles or sections and proposed changes must be included.

ARTICLE X.

Upon dissolution of the association, any assets remaining thereafter shall be split between the Bayfield County and **Ashland County 4-H Leaders Association**

Amended October 2008

Appendix: Select 4-H CANSKI Policies

A. Gear Check Out:

1. Ski equipment will be available to check out only on the days listed prior to the skis season
2. Gear is available to active members (members who attend 80% of scheduled activities for their interest group or consistently assist by volunteering)
3. Youth will be given first priority
4. Gear will be available on a first come-first served basis
5. CANSKI members who use club skis will be required to attend one wax clinic to learn how to properly care for equipment
6. CANSKI equipment is only to be used on snow
7. Those who check gear out will be liable for damage beyond reasonable wear and tear

B. Temperature Guidelines:

Youth skiing guidelines say not to ski if it is below -5* F ambient or -20*F wind chill.

C. Proper Dress for Winter Safety:

4-H CANSKI Youth will be expected to wear a hat and gloves or mittens on ski days and come dressed appropriately for the temperature.

D. State Meet:

Skiers participating in the State Championships must have met the requirements laid out by the coaches to compete. 6th graders must be accompanied by a parent/guardian to stay overnight. At the coaches' discretion, other middle school students may be asked to have a parent/guardian along for overnights.

E. 4-H CANSKI participants will be required to sign a Behavior Expectation policy and abide by the agreement.