



Perry County 4-H Foundation

107 N. Plum Street, PO Box 300, Perryville, AR 72126
Phone 501-889-2661/Fax 501-889-5704/perry@uaex.edu

Perry County 4-H Foundation By-Laws

4-H Foundation Board:

W. A. Blackmon, President
Joe Carter, Vice President
Carolyn Brooks, Secretary
Persundra Hood, Treasurer
Robert Parish, Member
Kenny Brixey, Member
Jan Moore, Member

Article 1 – Annual and Special Meetings

The annual meeting of the Board of Directors of this Foundation shall be held in the month of January. Special meetings of the Board of Directors may be called by the president and any three directors or any four directors. Notice of the date, place and time of each meeting shall be mailed to the last known mailing address of each director not less than three, nor more than seven days prior to the meeting date. The purpose of a special meeting shall be stated in the notice. Meetings of the Board of Directors shall be conducted according to Roberts Rules of Order. At least four members of the Board of Directors shall be present at any director(s) meeting before a quorum can be declared. All questions which may properly come before a director(s) meeting for decision may be determined by a simple majority vote of the quorum of directors present and participating. Each director shall be entitled to one vote. Voting by proxy is not authorized.

Article II – Regular Meetings

Regular meetings of the Board of Directors shall be held in May and September. Notice of regular meetings shall be mailed by the secretary to each member of the board not less seven days prior to the meeting. Four directors shall constitute a quorum, and any question properly coming before the Board of Directors for decision shall be determined by a simple majority of such quorum.

Article III – Duties of Officers

Section 1. The president shall preside at all meetings; shall have general supervision of the affairs of the Foundation; shall sign or countersign all certificates and contracts; shall make reports to the directors and to the membership; and shall perform such other duties as are usually associated to this office and shall perform such special duties as may be required from time to time by the Board of Directors.



4-H is the youth development program of the University of Arkansas, Cooperative Extension Service and is open to all interested youth between the ages of 5 and 19 without regard to race, color, national origin, religion, gender, or disability.



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Section 2. The Vice-President shall perform the duties of the president in his absence or disqualification.

Section 3. The Secretary shall issue all notices, records and preserve the minutes of all Board of Directors meetings and membership meetings; have the custody of all corporate records; join the president in signing all instruments which require a secretary's signature; perform all duties usually incident to this office; make a written annual report with copies mailed to all members of the Foundation and such other duties as may be required by the Board of Directors.

Section 4. The Treasurer shall have the custody of and be responsible for all monies and securities of the Foundation; shall keep regular books of account and shall prepare detailed reports at each meeting of the Board of Directors. The Treasurer shall sign or countersign all instruments requiring a treasurer's signature; shall perform all duties usually associated with this office and such other duties as may from time to time be assigned to the office by the Board of Directors. The Treasurer shall be required to file a fidelity bond in such sum and with such sureties as may be determined by the Board of Directors.

Section 5. All disbursements of the funds of the Foundation shall be by check and all checks must be signed by the treasurer; in the case that a check exceeds \$500, it must be countersigned by the secretary, or at the discretion of the president if the secretary is not available.

Article IV – Change in the By-Laws

The By-laws of the Foundation may be amended, repealed, or altered at any regular meeting, or at any special meeting called for that specific purpose by a majority of the directors present.

Incorporated 2002



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