WOOD COUNTY HOME DEMONSTRATION COUNCIL

- Constitution -

ARTICLE I

Name: The name of this organization shall be the Wood County Home Demonstration Council.

ARTICLE II

Object: The object of this organization is to extend to homemakers and their families the opportunity to study home and community problems under trained leadership, to increase skill, give information, and develop appreciations to the end that the contributions of science and of art may be more effectively applied to the profession of "Home Making" and thus contribute to the well being of the family and the community.

It is intended that the Home Demonstration Council serve as an advisory body for the County Extension Agent on all matters which affect Home Demonstration work.

ARTICLE III

Membership: The members of the council shall be:

1. The chairman or president of any group of women in the county who are actively engaged in some phase of the County Home Demonstration Program.

2. All center chairman.

3. Local vice-presidents and secretaries will be asked to attend the spring meeting.

4. Local secretaries will be asked to attend the fall meeting of the council.

5. The County Home Agent is a member ex-officio.

ARTICLE IV

Officers: The officers of the Council and Executive Board shall consist of:

(a) President (b) Vice-President (c) Secretary & Treasurer

(d) Historian

2. Officers shall be elected annually from the membership of the Executive Board.

ARTICLE V

Executive Board: The Executive Board shall be composed of all center chairman.

The Executive Board together with the County Home Agent shall act for the council on matters requiring immediate attention.

ARTICLE VI

Meetings: (a) At least two meetings of the council shall be held annually, one in the spring and one in the fall.

(b) Other meetings of the Executive Board may be arranged as needed.
ARTICLE VII

Amendments: This constitution may be amended by a majority vote of the council present at either regular meeting.

- By Laws -

ARTICLE I

Elections: 1. Center chairman and center Secretary-Treasurer are elected by centers at the annual fall council meeting.
(A nominating committee of three is selected by the center chairman from the respective centers at the annual spring council meeting). Anyone who has served as an officer or project leader in her local group is eligible for consideration as center chairman or center secretary-treasurer. (A center chairman should not be expected to serve both as a center chairman and a project leader.) Center chairman and center secretary-treasurer are elected annually and are subject to election for at least a second year, but election is not advised for longer than two consecutive years. (It is hoped that there never will be greater than 50% turnover in the executive board during any one year.)

2. The annual election of officers shall be held at the first meeting of the executive board following the fall council meeting.

3. Annual election of local club officers should take place before June 1st and the results should be recorded in the secretary's minutes.

ARTICLE II

Duties of Officers: (1) President
(a) Help plan and preside at County Home Demonstration meetings, regular or special.

(b) See that the Council is represented at all county extension or other meetings requiring such representation.

(c) Appoint committees.

(d) Assume such other duties as are usual for this office.

(2) Vice-President.
(a) Assists and substitutes for the president or secretary in case of his absence.

(3) Secretary & Treasurer
(a) Keep all records and minutes of meetings and submit a copy of same to the County Home Agent promptly following each meeting of the council or executive board.

(b) The County Home Agent will send a brief digest of the Secretary's minutes following each meeting of the council to the Presidents of all organizations represented on the Council, to center chairman and officers, and to the State office of Home Economics Extension. This should be read at the next local club meeting.

(c) The treasurer shall keep a record of any or all money collected or used by the executive board and give a report of same at each meeting of the council.
(4) Historian
   (a) The historian shall be responsible for assembling and preserving
       all important records relative to homemakers' activities in the coun-

ARTICLE III
Provisions of Membership:
(1) Any local group of women eligible for and deserving representation on
    the County Home Demonstration Council shall read and discuss the County
    Home Demonstration Council Constitution and By-Laws at a regular meeting
    of their organization. Report the decision made to the County Home Demo-
    nstration President and County Home Agent.

ARTICLE IV
Dues
(1) Annual dues will be $5.00 per center.

ARTICLE V
Meetings
(1) Spring meetings.
   (a) Decide upon County Home Demonstration program for the coming year.
   (b) Complete plans for Achievement Day or other county or district
       Home Demonstration activities.
   (c) Select nominating committees for election of center chairman.

(2) Fall meetings.
   (a) Check and discuss plans for carrying out Home Demonstration work
       for new year.
   (b) Initiate plans for County Achievement Day programs or other coun-
       trywide district or state events.
   (c) Give assistance as needed with the problems of local officers.
   (d) Hold annual election of center chairman.

ARTICLE VI
Order of Business
The order of business for the Council meetings shall be determined by the
executive board, the County Home Agent and the State or assistant State
Leader of Home Economics Extension.

ARTICLE VII
Attendance
(1) All Presidents of local groups are expected to attend or to send a
    substitute to all meetings of the Council. It is expected that the act-
    ing president will attend the spring council meeting and the president
    and secretary elected for the following year attend the fall council
    meeting. (Elections in local clubs should be before June 1st.)

(2) Any member of any organization represented on the Council is welcome
    to attend all meetings of the Council. Publicity through the press will
    be given to the time and place of meeting, but notices will be sent only
    to members of the Council.

(3) Any other person interested in home betterment will be welcomed at
    the meetings.

ARTICLE VIII
Voting
(1) All voting is by clubs. Each club has one vote.

ARTICLE IX
Amendments
These by-laws may be amended in the same manner as that provided for
amending the constitution.