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APPEDIXES to follow

Isle of Wight Young Riders
4-H Horse and Pony Club

ARTICLE 1 – Club Make-Up

The Isle of Wight Young Riders is open to Cloverbuds and regular 4H members ages 9-19.

ARTICLE 2 – Election of Officers

Section 1 – Eligibility

Only club members with one full, “active”¹ year of enrollment are eligible to serve as officers.

Section 2 – Election Procedures

The officers of this club shall be elected at the October meeting each year.

Candidates must be nominated for office and submit their personal statements to the club for review at least one month prior to elections. The personal statements should consist of an explanation of why they would like to be considered for office and why they feel they are qualified. Personal statements will be posted online as well as being distributed at the October meeting for member viewing.

Voting for officers is by majority rule and secret ballot.

Section 3 – Terms

Officers shall hold office for one year.

Section 4 – Re-election

The President of the club may only serve two one-year terms. Members will not be allowed to serve more than 2 consecutive terms as President.

There are no limitations regarding consecutive terms in other offices.

ARTICLE 3 – Duties of Officers

The President shall preside over meetings of the club and have in mind at all times the best interest of the club.

¹ *”Active” members are those who have 15 hours of community service, complete Record Books, and 60% of the points offered by September of the 4-H year

The Vice President shall perform the duties of the President in his or her absence.

The Secretary shall keep a record of all proceedings of the club and shall keep an accurate roll of all members. The Secretary shall submit a copy of the minutes from each general meeting to the club leader for distribution to club members at least one week prior to the next club meeting. The Secretary shall also complete a Club Secretary's Book and submit it to the Extension Office, by its deadline, for review along with a current copy of the club's constitution and bylaws.

The Treasurer shall receive and take care of all money belonging to the club and shall pay it out upon the order of the President. The Treasurer shall also complete a Treasurer's Book and submit it to the Extension Office by its deadline for review.

The Historian shall keep an accurate scrapbook of all local club news and events, and bring this book to the all shows and events for display.

ARTICLE 4 – Membership

Section 1 – Responsibilities

Members must:

- a) Complete 4-H Enrollment, 4-H Code of Conduct, Health History Report, Equine Release Waiver, and Media Release forms and return them to the club leader.
- b) Abide by the Virginia 4-H Code of Conduct. Members may be removed from 4-H programs or activities for violation of the Virginia Code of Conduct.
- c) Attend at least 60% of the club meetings (7 out of 12)
- d) Regularly attend club projects, fundraisers, service projects, and clinics
- e) Accumulate 60% of total points offered throughout the year. Explanation of the Points System provided in Article 4, Section 2.
- f) Participate in at least one public speaking event
- g) Accumulate 15 hours of outside community service. Must have proper documentation by parent or leader (Documentation Form Attached)
- h) Complete Record Books by September 1 of the current 4-H year. Complete up to page 15 of the Record Book prior to the District Show or Qualifying Clinic they choose to attend
- i) Complete the Isle of Wight Young Riders 4-H Horse and Pony Club Binder. Requirements detailed in Article 4, Section 3.

Section 2 – Points System

All activities, events, and fundraisers recognized by the Isle of Wight Young Riders will be given a point value. If a 4Her participates in an activity, event, or fundraiser they will be credited with that number of points.

To be recognized as an active member of the club, 4Hers must accumulate 60% of the total points offered between October and September, and maintain a minimum of 30% of the points throughout the year.

Any member who fails maintain 30% of points or to obtain 60% will be notified by letter and will be considered an "inactive" member. Points will be monitored on a monthly basis, and updates will be available at each meeting. All point information will remain confidential.

Active members of the Isle of Wight Young Riders will have the privilege of:

- Applying for sponsorships
- Attending the 4H State Championship Horse Show and Southeastern Districts
- Being eligible to participate in any Isle of Wight 4H funded leisure activities
- Attending 4H Horse Camp in the summer

Pointed activities are as follows:

Mandatory Activities

- * Club Meetings
- * Community Service Projects
- * Snack Shacks
- * Share the Fun

Optional Activities

- * Officer Positions
- * Fundraisers
- * Clinics

Bonus points will be offered at the discretion of the leader.

Section 3 – Binder

For each 4-H year, every member of the Isle of Wight Young Riders Horse and Pony Club will be required to keep a binder documenting the year's activities.

The binder will include (in this order):

- A copy of the Club's Bylaws, which can be printed out online
- Completed Sponsorship Form (If you are eligible)
- Agendas (with notes taken by the 4-Her)
- A list of the 4-H sponsored activities the 4-Her participated in
- Completed Community Service Documentation forms
- Completed Record Book for the PREVIOUS Year
- The current year's record book, which should be in progress

General Directions and Information:

- The cover of the binder should have you name, age, birthday, project horse's name, whether you are a junior or senior member, officer position (if applicable), and the number of years you have been in 4-H
- All pages in the binder should be in plastic page protectors
- Each section, as described above, should be separated by a divider
 - 7 Dividers
- Binders will be provided to the 4-hers by the club
 - Plastic Covers and dividers may per purchased periodically throughout the year, but should primarily come from the 4-Her
- This binder will be used as the PRIMARY means of points calculation. It will be your responsibility to track your participation in club activities, as this will be the record I refer to in August to calculate points

- The binder will serve as an attendance reference. Attendance will no longer be taken at meetings. Attendance points for meetings will be given to those who have an agenda and notes in their binder

It will be the responsibility of the 4Her to maintain this binder.

The binder will be due at the August meeting at the conclusion of every 4H year.

ARTICLE 5 – Sponsorship Program

4-Hers applying must have been a member of the Isle of Wight Young Riders for a minimum of 1 record year.

Applicants must be in good standing with the 4-H club and have at least 30% of points at submission of application and 60% of the total points offered by September of current year.

Applicants must have participated in at least 15 hours of community service. Outside activities must have proper documentation by a leader or parent.

Events must be horse related i.e. Horse judging, clinics, showing, etc. However, events do not have to be 4-H sanctioned.

Applicants must have attended at least 60% of the 4H meetings. 7 out of 12 meetings.

50% of the money in the bank at the conclusion of the year [September] will be allotted to sponsorships, and sponsorships will be paid out at the end-of-the-year dinner that month.

Applications are due by December 1st of each calendar year. (Application Attached)

ARTICLE 6 – Community Service

Each month the club will participate in one act of community service. The project will be decided on at previous month's general meeting. Project details will be decided on solely by the club members.

ARTICLE 7 – District Qualifying Show and Virginia State Championship Show

Section 1 – District Qualifying Show

Prerequisites:

- a) Involvement in outside and 4H sponsored community service
- b) Participation in 1 clinic
- c) Participation in fundraisers
- d) Attendance at 50% of the general meetings by May 10
- e) ACTIVE points by May 1
- f) Finish Record Books up to page 15

Section 2 – Virginia State Championship Show

Prerequisites:

- a) Completion of 15 hours of community service
- b) Participation in 3 clinics
- c) Participation in at least 3 fundraisers
- d) Attendance at 60% of meetings by September 17
- e) Active points by September 1
- f) Completion of Record Book by September 1
- g) Completion of the Binder by the August general meeting

ARTICLE 8 – Meetings

Section 1 – Dates

The regular meeting of the Isle of Wight Young Riders 4-H Horse and Pony Club will take place on a prescribed Saturday of each month of the year at 10:00am. The President may call special meetings or change Club meeting dates and/or times with a minimum advance notice to the membership of seven (7) days. Meetings dates will be set at the general meeting each month.

Section 2 – Quorum

The club may transact business when a quorum of 50 percent of the club members is present. Voting members must meet membership criteria listed in Article 3 of the constitution.

Section 3 – Order of Business

The following order of business shall be followed at regular club meetings:

1. Call to Order
2. Pledge of Allegiance and 4-H Pledge
3. Roll Call
4. Minute of Last Meeting
5. Treasurer's Report
6. Unfinished Business
7. Old Business
8. New Business
9. Announcements
10. Adjournment
11. Project Work

Section 4 – Parliamentary Procedure

Robert's Rules of Order shall govern the meetings of the club.

ARTICLE 9 – Fiscal Operations

Section 1 – Dues

This 4-H club will not assess dues of its members.

Section 2 – Club Financial Account

The Isle of Wight Young Riders 4-H Horse and Pony Club finances will be kept in an account at First Advantage Federal Credit Union. Two signatures will be required on the account: that of the leader and Sonja Reuter.

ARTICLE 10 – Plan of Work

A committee of club officers and adult leaders will write the Club Annual Program Plan. The Plan will be presented to the club membership for adoption not later than the second meeting of the year.

ARTICLE 11 – Amendments to the Bylaws

These bylaws may be amended by a majority vote of the members present at any regular meeting.

SIGNATURES:

Club President

Club Secretary

Unit Extension 4-H Staff

Organizational Leader

Date Adopted

Appendix 1
Sponsorship Form



LETTER OF INTENT FOR THE 2009-2010
ISLE OF WIGHT YOUNG RIDERS
SPONSORSHIP PROGRAM

NAME: _____ DOB: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____ TELEPHONE: _____ Cell: _____

Email Address: _____

YEARS IN 4H: _____ OFFICES
HELD: _____

NAME OF PARENT(S) OR
GUARDIAN(S): _____

NAME OF PROJECT
HORSE: _____ COLOR: _____

OWNER OF HORSE: _____ ANY
REGISTRATION? _____

2007-2008 SPONSORSHIP REQUEST

Please list the events in order of importance for which you would like to be considered for sponsorship:

- | | |
|----------|-----------|
| 1. _____ | 6. _____ |
| 2. _____ | 7. _____ |
| 3. _____ | 8. _____ |
| 4. _____ | 9. _____ |
| 5. _____ | 10. _____ |

I understand that the approval of sponsorships for 4H members is based on the following criteria:

I understand that each 4Her will only receive one sponsorship approval and that all sponsorships will be of equal amounts.

I understand that infractions regarding the rules and regulations will result in denial or termination of a sponsorship.

If I receive a sponsorship from the Isle of Wight Young Riders 4H club, I will use the funds provided as monetary assistance for the approved activity, and I will be a respectable delegate for the Isle of Wight Young Riders at that event. Upon completion of the approved event I will report back to my 4H club at the following meeting on benefits of my experience.

4Her Signature

Signature of Parent or Guardian

