

2023-2024 Williamson County 4-H Council Election Procedures

June 29 – Deadline to submit County Council Officer Application to the County Extension Office

Any 4-H member may run for County Council office. It is strongly recommended that County Council Officers be senior-level 4-H members. An officer is not eligible to serve in the same office for consecutive terms.

July 13 – County Council Elections and Public Speaking Workshop at the County Extension Office

Elections will be held following a leadership workshop, open to all Williamson County 4-H members. Following the workshop, candidates running for each Officer position will give a speech focusing on their 4-H experience and why they want to be a Council Officer. Only the President and two County Council Delegates may vote from each club (for a total of 3 votes per club).

County Council Officer Positions and Responsibilities

- General guidelines
 - County Council Officers are expected to attend all County Council meetings, be an active member of County Council, and represent the county at events.
 - Any enrolled 4-H members may run for office, regardless of position held at the club level. It is strongly recommended that applicants be senior-level 4-H members.
 - Each Officer candidate must submit an application by the stated deadline, and agree to adhere to the guidelines and expectations of County Council Officers.
- President
 - To preside at all meetings, enforce bylaws, and exercise supervision over the affairs of the club.
 - Appoints standing and special committees.
 - Serves as an ex-officio member of each committee, except the nominating committee.
- First vice-president
 - To assist the president.
 - To perform the duties of the president in the absence of that officer.
 - To serve as chairman of the program committee.
 - To help plan all club educational programs one year in advance.
- Second vice-president
 - To assist the president.
 - To perform the duties of the president in the absence of that officer and first vice-president
 - To serve as chairman of the recreation/social committee.
 - To help plan recreation and refreshments for each club meeting and plan special social events of the club.
- Third vice-president
 - To assist the president.
 - To perform the duties of the president in the absence of that officer, the first vice-president and the second vice-president.
 - To serve as chairman of the membership committee.
 - To help enroll members into the club and oversee promotion and recruitment of new members.
- Secretary
 - To keep a full and correct record of all proceedings of the club.
 - To have charge of club correspondence.
 - To keep the roll and read the minutes at each meeting.
- Treasurer
 - To help prepare a budget for approval by the club annually.

- To receive, hold and pay out all monies of the club as designated by the adopted budget. Any expenditure(s) not included in the budget must be approved by the executive committee.
- To keep an accurate record of the receipt, expenditures, and reconciliation of all funds.
- To present a financial statement when requested to do so.
- To serve as chairman of the financial committee.
- Reporter
 - To report activities of the club to the local news media.
 - To report activities in the county 4-H newsletter.
 - Submit 4-Her of the week on Williamson County social media pages
- Parliamentarian
 - To provide advice to the presiding officer on parliamentary procedure.
 - To instruct members in correct parliamentary procedure.
- District council delegate
 - To serve as a delegate to the District 4-H Council.
 - To keep the club informed of the District 4-H activities and assist in the coordination of county activities.
 - To encourage all 4-H members to become involved in county and district 4-H activities.
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Election Procedures

- The election order will be: president, first vice-president, second vice-president, third vice-president, secretary, treasurer, reporter, parliamentarian, district council delegate.
- In the above order, candidates for each position will be given the opportunity to address the voting delegates for a maximum of 2 minutes to talk about themselves, their 4-H involvement, and their goals as a County Council Officer.
- Once all candidates for that position have spoken, voting will be conducted via secret ballot. Candidates must receive a clear majority vote (more than 51%) in order to earn the position. If no candidate receives more than 51% of votes or if there is a tie, a runoff will occur and the vote will be conducted again with only the top vote recipients. In the case of a tie during the runoff, the current Council President's vote will be used as the tie-breaking vote.
- Candidates may choose to run for multiple offices. Once a candidate is elected to a position, they are no longer eligible for additional positions. If a candidate is not elected for the first position they have chosen, they will be given another opportunity to speak to the voting delegates during the voting process for their next chosen position.

The 2023-2024 County Council Officers will be installed at the 4-H Awards Banquet on Friday, July 28th.