

Calgary Southpaws Club Constitution

Adopted 2006

Membership

- ◆ All ages as of January 1 of the Club year.
- ◆ Senior: 15 to 20 years
- ◆ Intermediate: 12 to 14 years
- ◆ Junior: 9 to 11

Membership Fee

- ◆ Determined at the first of meeting of the club year.

Uniforms

- ◆ Uniforms are to be worn at all pre-determined club, district and regional functions.
- ◆ Uniform consists of black pants or black jeans and navy shirt with 4-H logo and club name.

Meetings

- ◆ Members are required to attend 70% of all Club meetings and activities and 70% of all project meetings and activities.
- ◆ Club meetings will be held once a month. A tentative schedule will be drawn up at the first club meeting each year. Project meetings will vary from project to project.

Executive

- ◆ Elections will be held at the start of the club year and executive offices may not be held two years in a row by the same member.
- ◆ Treasurer and Secretary Books belong to the club and must be returned at the end of the year.
- ◆ The following executive positions will be elected by the members:
 - **President** – must be a Senior or an Intermediate member and not a 1st year member
 - **Vice-President** - must be a Senior or an Intermediate member
 - **Secretary** – not a 1st year member, must have access to email
 - **Treasurer** – not a 1st year member and the member must have permission of a parent as this job requires adult help. Money to be deposited within 15 days.
 - **Club Reporter and District Representative** are volunteer positions unless more than one member wishes to have the job, at which point an election must occur. The District Rep requires parental approval because the meetings occur out of the city.
 - **Historian** – updates the club scrapbook for the club year. The scrapbook belongs to the club and must be returned at the end of the year.
 - **Parliamentarian** - position held by the previous year President. If the previous president is not returning, it is to be an elected position. (Intermediate or senior member)

Club Leader

- ◆ Club Leader is an elected position for a period of two years. This will happen on the even number years. The Club Leader is elected by secret ballot with one vote from each family. The Club Leader may be nominated or they may volunteer for the position. The election will occur at the second meeting of the year to allow parents and families to discuss their vote.

Club Mandatory Activities

- ◆ Highway Clean-up
- ◆ Club Fundraisers
- ◆ Community Service
- ◆ Achievement Day
- ◆ 4-H on Parade
- ◆ Communication Project (Public Speaking or other approved activity)

Parental Involvement

- ◆ The 4-H Club relies on its members to make decisions, initiate projects and organize activities. However, the support of the parents is extremely important in the success of individual activities and the Club as a whole. Parents are required to attend training and meetings with their children and assist leaders/children when required.

Camps and Exchanges

- ◆ Throughout the year, particularly in the summer months, there are several camps and exchange programs available to the members.

Provincial 4-H Rules

1. To receive credit for your 4-H year, you must:
 - a. Complete a record book of your project
 - b. Attend 70% of the club meetings
 - c. Participate in Achievement Day
 - d. Complete a communication activity
 - e. Participate in one club volunteer or charitable activity
2. To participate in Achievement Day and 4-H on Parade, you must attend 70% of both project and club activities.
3. The community service project must be completed as a club activity.

Projects

- ◆ Please see the attached for the individual project constitutions.
- ◆ 1st year members are allowed to participate in only one project. 2nd year and up may participate in a maximum of two projects upon the approval of both project leaders.

Date Adopted

President

Secretary

Calgary Southpaws Project Constitutions

ARTS & CRAFTS

Maximum members: 6, unless an assistant leader is available.

Meeting requirements

- ◆ All project members must have attended a minimum of 70% of all project activities.
- ◆ A High Point trophy will be awarded to the member with the highest number of points at the end of the year. Points will be based on a number of criteria such as project meeting attendance, general meeting attendance, participation in mandatory club activities.

Achievement Day requirements

- ◆ Members must participate in Achievement Day;
- ◆ Project members will be advised ahead of time which three (3) projects will be required for displaying/judging on Achievement Day.

Project Guidelines

- ◆ All members will be responsible for payment for crafts meetings and payment is due on the date of the meeting.
- ◆ Members will be responsible for all associated costs of any project field trips.
- ◆ Members will be responsible for filling out a meeting form after each project meeting. The forms will be posted on the website, and/or emailed to each project member.

CAVY

Maximum members: 10

Meeting requirements

- ◆ All project members must have attended a minimum of 70% of all project activities.

Awards

- ◆ Attendance Award - A certificate will be awarded to members with 100% attendance to all project activities.
- ◆ High Point Trophy – The Bryanna Van Dyck Memorial Trophy donated by Fun Fur Cavies will be awarded regardless of the number of members in the project.
- ◆ Possibility of other awards may be awarded based on participation at 4-H on Parade or other activities and events.

Achievement Day

- ◆ 1st Year – Showmanship, Breed Class and Building Assignment. (As per project book)
- ◆ 2nd Year – Showmanship, Breed Class and Building Assignment. (As per project book)
- ◆ Advanced (3rd Year +) – Showmanship, Breed Class and Building Assignment or Information Display. (As per project book)

Project Guidelines

- ◆ The members will be divided as follows: 1st year, 2nd year and advanced. Each year may have junior, intermediate and senior members.
- ◆ 1st year members may choose 1 (one) cavy to complete their project year. There are no specifications on the cavies' age, breed or gender.
- ◆ 2nd year members through advanced may choose more than 1 (one) cavy, but they all must be identified and be included in all records in the project book.
- ◆ All cavies attending 4-H functions should be kept in their carrier until social time or caging time. The bedding in the carrier should not be able to spill or get kicked out (old towels work well). Any treats for the cavy also need to be contained.
- ◆ 1st and 2nd year Showmanship is based on the member's ability to access the health and condition of their cavy. All of the 1st year members will be judged as one class. All the 2nd year members will be judged as one class. All Advanced members (3rd year +) will be judged as one class. Only 1 (one) cavy is allowed to be chosen for showmanship.
- ◆ Advanced showmanship is based on the member's ability to access their cavy's health and condition. Also to be able to identify and compare their cavy to the breed standard that comes closest to their cavy. Only 1 (one) cavy is allowed for showmanship.
- ◆ 1st and 2nd year breed classes are judged on a pet cavy standard (the cavies health, condition and cleanliness). 1st year will show only the cavy listed in their project book. 2nd year will be able show all cavies identified and listed in their project book.

- ◆ Advanced breed classes are judged on either a pet cavy standard or the ARBA (American Rabbit Breeders Association) standard. The ARBA standard will only be used for those breed classes where there are at least 3 (three) cavies representing that breed.
- ◆ Disqualifications will not be enforced, but noted for the member's knowledge and the cavy placed down in the award standings. Advanced members may show 1 (one) or all cavies identified and listed in their project book
- ◆ Parents/members are responsible for any additional project costs including supplies and field trips.

Special Situations

- ◆ If at any time a member's project cavy becomes ill and/or passes on, the member may choose another cavy. The Project Leader(s) must be made aware of the situation and be kept informed. At the next project meeting, the member may address the meeting and request permission to choose a new project cavy. A vote will be taken by the members present with a simple majority required for the request to be accepted.

MODEL HORSE

Maximum members: 10

Meeting requirements

- ◆ All project members must have attended a minimum of 70% of all project activities.

Awards

- ◆ Attendance Award - A certificate will be awarded to members with 100% attendance to all project activities.
- ◆ High Point Trophy - Based on everything throughout the year. To be awarded regardless of the number of members in the project.
- ◆ Possibility of other awards may be awarded based on participation at 4-H on Parade.

Achievement Day requirements

- ◆ Members will be judged on Competition Rankings – photos, model horses, self made accessories, tack, photo showing photos, and performance set-ups.

Project Guidelines

- ◆ Model horses are to be either Breyer or Peter Stone plastics. No ceramic or glass models allowed due to breakage.
- ◆ (1st & 2nd year members) Models must be classic or traditional scale.
- ◆ (3rd + members) Any scale may be used. But still must be Breyer or Peter Stone plastics.
- ◆ Dioramas can be any scale of models.
- ◆ 1 model minimum needed to a maximum of 5 models may be used.
- ◆ Once chosen, models may not be changed for the rest of the 4-H year.
- ◆ Each model must be recorded in the member's record book and with the model horse project leader(s).
- ◆ If the model breaks during the 4-H year, the model shall be repaired by the member with assistance from the project leader(s) or parent, (such as drilling the leg), and be recorded on the model horse health record sheet.
- ◆ All models must be purchased or chosen by March 20, 2008. No later exceptions will be given. (Care must be given when choosing the models to fit the mare, stallion, gelding and foal classes if the member chooses to show in these classes!)
- ◆ These (1 to 5) horses are the only ones allowed to be shown at 4-H events.
- ◆ Project books must be completed and ready to sign off on the last project meeting before the diary workshop. There will be No Signing at the diary workshop meeting.
- ◆ Parents/members are responsible for any additional project costs including supplies and field trips.

Special Situations

RABBIT

Maximum members: 8

Meeting requirements

- ◆ All project members must attend a minimum of 70% of all project meetings and project activities.

Awards

- ◆ A trophy will be awarded to the member with the most Improved Showmanship Skills for the year.
- ◆ First and Second year showmanship is based on the members ability to assess the health and condition of their rabbit.
- ◆ All of the first year members will be judged as one class and all the second year members will as well be judged as one class. These classes will only be split if there are 3 or more members in each class. Only one rabbit can be used for showmanship.
- ◆ Advanced showmanship is based on the members' ability to judge their animals' health, condition, and compare their rabbit to the book of standards (one will be made available to these members). The members must be able to pick out their rabbits faults and attributes. Only one rabbit may be chosen for showmanship.
- ◆ Advanced breed classes will be judged using the ARBA (American Rabbit Breeders Association) book of standards. One will be made available for the members to go over. The ARBA will only be used if there are 3 or more rabbits representing one breed. Disqualifications will not be enforced but noted for the member's knowledge and the rabbit placed down in the awards standings. Advanced members may show all the rabbits listed in their project books.
- ◆ First and second year breed classes are judged on a pet standard (health, condition, cleanliness). First year will show only 1 rabbit listed in their project book. Second year will be able to show one or all the rabbits listed in their project book.
- ◆ Various other awards may be given for 4-H on Parade or other various events and activities throughout the year.

Achievement Day requirements

- ◆ Achievement day awards will be given for the following.
 - First year- showmanship, building or craft project, breed class (AS PER PROJECT BOOK)
 - Second Year- showmanship, Building or craft project. Breed class, rabbit anatomy (AS PER PROJECT BOOK)
 - Advanced- showmanship, Building or craft project, breed class, rabbit anatomy, Information display (AS PER PROJECT BOOK)
 - An additional award will be awarded to members with perfect attendance.

Project Guidelines

- ◆ The members may be split into groups if enough interest is shown in the group. These groups would be the following Pet Rabbits and Show Rabbits.
- ◆ If there are not enough enrollments, we will group the members in 1st year, 2nd year and Advanced.
- ◆ The first year members may choose 1 rabbit to complete their project year with. There is no specific breed, sex, or age which the rabbit must be.
- ◆ Second year members and up are able to use more than one rabbit. The rabbits must however be identified and included in the rabbit project book.
- ◆ If at anytime during the year the members rabbit becomes ill and or passes on another rabbit may be chosen to work with for the remainder of the year. However the project leader must be made aware of this and kept informed. The member must as well make the group aware at the next project meeting and request to use another rabbit as a project subject. A vote will then take place and the simple majority rules.
- ◆ No sick rabbits will be allowed to be brought to the meetings. This is for the protection of everyone's animals. If your animal is sick please leave him at home. A stand-in may be made available for you to use in some cases where needed.
- ◆ All rabbits attending a 4-H function should be kept in their carriers until social time. The cages must be clean, with food and water provided for the animal in a non spill container and have bedding that is unable to spill from it or be kicked from it. An old towel or piece of flannel is always a good choice.
- ◆ Always ask before you touch or feed other members rabbit.
- ◆ A vote will be taken at the first members meeting as to what kind of projects (crafts or building) that the members would like to do this year. A vote will also be taken at the first members meeting about what kind of community volunteer project the members would like to do this year.
- ◆ Parents are responsible for the cost of building or craft projects materials. This cost will be kept to a minimum and advanced warning will be given when moneys are due.

Special Situations

- ◆ Decisions regarding the above rules and guidelines in special situations will be put to a project vote by secret ballot. The decision will be final.