

Camden County Youth Council

By-Laws

Article I. NAME, BACKGROUND, AND PURPOSE

Section 1. The name of the organization will be the Camden County Youth Council.

Section 2. Through Camden 4-H Citizenship Focus, the County Commissioners and County Employees have validated the need for educating young people on how county government operates. The 2011-2012 Board of Commissioners have validated and unanimously agreed that the County needs to support and educate the County's youth, and engage them in County Government.

The NCACC has also validated the opinions of young people by determining the top issues facing teens in North Carolina at the Annual NCACC Youth Summit.

Larry Kissell has recently established a Congressional Youth Council.

The North Carolina Department of Administration also works hard to encourage youth engagement in both state and local communities through educational programs and electronic publication resources, as well as grant opportunities for Youth Councils.

Section 3. The purpose of the Youth Council is to provide teens in the community an opportunity to be active citizens. Through experiences and education, youth will be empowered in the community. The Youth Council will expose teens to county government, allow teens an opportunity to discuss issues, and interact with county commissioners and employees through youth-adult partnerships.

Article II. MEMBERSHIP

Section 1. Qualifications and Terms

1. Members must be residents of Camden County and a rising 9th – 12th graders.
2. Candidates must complete the application process
3. Members will serve a one-year term equivalent to the respective school year

Section 2. Adult Leadership/ Youth Advisers

1. The Youth Council will be led by one County employee, one Cooperative Extension employee, and one school liaison volunteer

Section 3. 4-H Collaboration

1. Anyone already enrolled in a Camden County 4-H program can apply to the Youth Council
2. It is not a requirement to be enrolled in a Camden County 4-H program to apply for the Youth Council
3. Each member of the Youth Council will become a 4-H member additionally

Section 4. Number of Members

1. The Youth Council will be comprised of twelve (12) members: one youth from each grade Camden High School, and CamTech High School, two youth from the home school community, and two alternates

Section 5. Appointment

1. Anyone that wishes to become a member of the Youth Council is required to submit an application
2. The application requires an additional letter of recommendation
3. The application must be signed by the applicant, their parent or guardian, and either their Principal or Guidance Counselor
4. The application will be reviewed first by the Youth Adviser team, followed by respective guidance counselors
5. An interview will occur once qualifying applicants are selected
6. A member can be re-appointed to another term provided that their GPA requirements are met, and that their parent/guardian and principal/guidance counselor signs their application
7. Beginning the second year of the Youth Council, returning Council Officers (Chairman/Vice Chairman) will participate in conducting interviews

8. A person can serve on the Youth Council until they are 18, or until they graduate out of 12th grade
9. Upon the occurrence of a vacancy, the position will not be refilled until the next year
10. If it is an elected position (chairman, vice chairman, etc.), a current member will be nominated, followed by a Council vote

Section 6. Officers & Elections

1. Officers will be elected using a written ballot. A quorum must be present at the meeting (2/3 present) for an election to be valid. Candidates may give a speech of three minutes or less on the day of the elections. Alternate members will not be permitted to hold an officer position on the Council. The following offices will be filled:
 - a) Chairman – The Chairman will preside over general meetings and confer with the Adviser about the agenda prior to meetings. The Chairman will oversee committees and notify members about meetings and events. The President cannot make motions. The Chairman may participate in debates.
 - b) Vice Chairman – The Vice Chairman will preside over meetings in absence of the Chairman and assist Chairman in overseeing committees.
 - c) Secretary – The Secretary will keep records and store all essential documents of the Council. This includes minutes, propositions, handouts, these by-laws, and procedural documents. The Secretary is allowed to receive help when performing these duties. He/She must keep a record of Council members' addresses, e-mail addresses, phone numbers, and emergency contact information. The Secretary is also responsible for sending out meeting reminders to each member prior to each monthly meeting.
 - d) Reporter – The Reporter will take photographs of members at events and share with the Advisers. The Reporter will help compile a visual report/newsletter for reporting to the County Commissioners bi-annually. He/She will be responsible for publicizing events and meetings using mail and e-mail. He/She will be responsible for compiling and maintaining a scrap book of relevant or related media and newspaper article. He/She will be responsible for maintaining social media and website information. He/She is also responsible for keeping an accurate history of the Council.

2. Candidates must be nominated. Candidates cannot nominate themselves. A nomination can be turned down. The nominee with the majority vote will fill the respective position. If voting results in a tie, the Chair will be asked to vote
3. All elected members may be impeached

Section 7. Committees

1. The following internal committees will established:
 - a) Application Committee – Responsible for reviewing applications, conducting interviews, and making recommendations to the board for appointments. This committee will consist of the Council Chairman and Vice Chairman.
 - b) Programs Committee – Responsible for planning educational opportunities for the Youth Council.
 - c) Service Learning Committee- Responsible for seeking out volunteering opportunities within the County that will benefit the County, its citizens, and its establishments.

Section 8. Removal From Council

1. A member is required to produce a written request to the Advisers for resignation from the Youth Council
2. Any member can be relieved of their membership to the youth council at the request of the Adviser team at any time
3. If a member is absent from three (3) consecutive monthly Council meetings, that member is subject to membership-termination
4. If a member does not adhere to the Youth Council by-laws they are subject to membership-termination
5. If a member is suspended or expelled from their school, they are subject to membership-termination
6. If a member does not adhere to their oath of ethics, they are subject to membership-termination
7. If a member does not maintain their academic requirements, they are subject to membership-termination

Article III. RESPONSIBILITIES AND EXPECTATIONS

- Section 1.** Members will be required to attend at least three (3) Board of Commissioners meetings a year.
- Section 2.** Members are expected to report to the Board of Commissioners issues and strategies being addressed by the Council. The Youth Council will make a report at the November and May meetings of the Board of Commissioners. These verbal reports can be used as two of the three required Board of Commissioners meeting attendances.
- Section 3.** Members are responsible for attending scheduled Youth Council meetings. If a member is absent from three (3) consecutive Council meetings they are subject to immediate removal from the Council.
- Section 4.** At the monthly meetings, members are expected to identify and discuss issues facing youth in the county. They will then need to discuss and identify objectives and strategies for overcoming those obstacles.
- Section 5.** Members are responsible for developing and initiating programs for educating young people in the community about their roles as citizens.
- Section 6.** Members will be responsible for living their oath of ethics every day, setting a good example of not only for youth in the County, but all County citizens. Members are expected to portray the Youth Council in a positive manner, at all times.

Article IV. PROCEDURE

- Section 1.** The Youth Council will use Parliamentary Procedure, and follow the Suggested Rules of Procedure for the Board of Commissioners, by Joseph S. Ferrell, third edition, as presented by the UNC School of Government.

Article V. COUNCIL MEETINGS

- Section 1.** The Youth Council will meet on the first Thursday of each month. Meeting locations will be determined at each meeting for the following meeting. The inaugural meeting of the Camden County Youth Council will be November 1, 2012.
- Section 2.** Each member is expected to attend and participate in monthly Council meetings. A member that is absent from three (3) consecutive monthly meetings is subject to immediate membership-revocation.

Article VI. CODE OF ETHICS

- Section 1.** No illegal or inappropriate activity by a Youth Council member is allowed, both during and outside of Youth Council activities. We strive for youth to become model students and role models for others at all times.
- Section 2.** Any member convicted of a misdemeanor, felony or expelled from school will be removed from the Youth Council.
- Section 3.** Each member will be required to sign an Oath of Ethics compliance upon appointment to the Youth Council.

Article VII. AMENDMENTS AND BY-LAWS

- Section 1.** All amendment requests must be approved by a majority vote of the Youth Council before it can be presented to the Board of Commissioners for approval.
- Section 2.** By-laws, and any subsequent amendments thereafter, will become official upon a vote of a simple majority of the Camden County Board of Commissioners.