



FOUNDATION BYLAWS

Will County 4-H Youth Foundation

Revision I; September, 2024

Will County 4-H Youth Foundation Bylaws
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1. *Article 1 – Name*

- a. The name of the corporation shall be “*Will County 4-H Youth Foundation*”.

2. *Article 2 – Definitions*

- a. “Corporation” or “Foundation” refers to the “Will County 4-H Youth Foundation”.
- b. “Extension” refers to the “University of Illinois Will County Extension”.
- c. “Officers” refers to the roles described in Article 9.

3. *Article 3 – Purposes*

- a. To use the resources of the corporation in such a manner as in the judgment of the Officers to best meet the needs and advance the interests of 4-H, Extension Youth, and other related educational activities of the University of Illinois Extension-Will County, as defines by the Internal Revenue Code as a 501c3 corporation.
- b. To receive, maintain, and hold, by request, devise, gift, or otherwise, either absolutely or in trust, for any purposes, any property, either real, or personal, any fund, or funds, without limitation as to amounts or values: to convey such property and to invest and reinvest any principle and interest: and to direct, manage, and expand the income and/or principal of the corporation or foundation and administer the special funds for various purposes as set forth above.
- c. To cooperate with all individuals, groups, institutions, and organizations, whose purpose are in accord with the objects set forth in this article.
- d. To buy, lease, hold, and exercise all privileges of ownership over such real or personal property as may be necessary for the conduct and operation of the business of the organization or incidental thereto.
- e. To do each and every suitable or proper for the accomplishment of any one or more of the purposes, or attainment of any one or more of the objectives enumerated herein, or conducive to or expedient for the interest of benefit of the organization; to contract accordingly; and in addition, to exercise and possess all of the powers. Rights. And privileges necessary or incidental to the purposes herein set forth, or to the activities in which the organization is engaged, or to any other right, power, or privilege granted by the laws of this state to ordinary corporations, except such as are inconsistent with the express provisions of this act.

4. *Article 4 – Duration*

- a. The duration of period of existence for this corporation shall be perpetual, but in the event of liquidation after paying all liabilities, all other funds shale be paid to organizations qualifying under Internal Revenue Code for a 501c3 corporation.

5. *Article 5 – Membership*

- a. The membership shall be made up of organizations and/or individuals who meet the following requirements:
 - i. Membership shall be on an annual basis, starting January 1.
 - ii. Each member is required to be an active participant in the organization and attend at least 2/3 of all regular meetings; 3 of 4 meetings is the required number as of this revision.
 - iii. Each member has one vote. The President will refrain from voting unless required to break any tie vote.
 - iv. Each member is expected to serve on at least one committee.
 - v. Extension staff shall be ex-officio members with no voting powers.

6. *Article 6 - Registered Office*

- a. The registered office shall be located at the office of the University of Illinois Extension Will County.

7. *Article 7 – Meetings*

- a. The membership shall meet a minimum of four (4) regular meetings per year.
- b. Committee meetings will be held according to the specific needs of each committee.
- c. Special meetings of the organization may be held for time to time on the call of the President, and shall be called by the President upon the demand in writing by any three of the members.

8. *Article 8 – Quorum*

- a. A quorum will consist of 50% of the membership.

9. *Article 9 – Officers*

- a. The officers of the corporation shall consist of a President, Vice President, Secretary, and Treasurer of whom shall be elected from the members.
- b. The officers shall be chosen at the first meeting of the year.
- c. Vacancies in offices, however caused, shall be filled by the remaining officers by appointment for the balance of the unexpired term.

10. Article 10 – Duty of the Officers

a. President

- i. The President shall have general supervision and direction of the affairs and management of the organization.

b. Vice President

- i. The Vice President, in the absence of the President, shall exercise all the powers and duty of the President, and shall be in charge of the recruitment of members to the organization.

c. Secretary

- i. The Secretary shall prepare such reports as directed by the officers, and keep a record of the proceedings of all meetings, and carry out other secretarial duties as directed by the officers.

d. Treasurer

- i. The Treasurer shall have custody of all funds of the corporation, receiving all monies, and depositing them in a bank or other depositories selected by the members.
 - ii. The Treasurer shall establish and keep such book accounts on various separate funds as determined by the Officers.
- e. The Officers may appoint committees with such powers and duties as may be prescribed.

11. Article 11 – Execution of Instruments

- a. When necessary for, or expedient to, the conduct of any phase of the business of the Corporation, the Officers may authorize the Secretary, Treasurer, or an agent, officer, or employee of the Corporation to negotiate and execute, on behalf of the Corporation, any specified contract, conveyance, agreement, checks, or other instrument, or any of a specified kind of the proceeding. These above-mentioned contracts etc., executed by the Secretary, Treasurer, officer, or employee, shall become acts of the Officers when signed by the President, or the Vice President in the absence of the President.

12. Article 12 – Annual Audits

- a. Annual audits shall be conducted in accordance of the State of Illinois 501c3 Corporate Audit Regulations.
- b. If such audit is required, it shall be performed by a disinterested auditor that is approved by the Officers.

13. Article 13 – Fiscal Year

- a. The fiscal year of this corporation shall be the calendar year.

14. Article 14 – Amendments

- a. These bylaws may be amended, altered, changed, or repealed at any regular or special meeting of the members by the affirmative vote of 2/3 of all the members present in person, and/or as acting by letter or other communication, provided that notice of the proposed amendment, alteration change, or repeal was contained in the notice of the meeting, and further provided that no such amendment or amendments may be effective which will cause or permit the assets, in whole or in part, of the corporation to be distributed, disposed of, or otherwise inure to the benefit of any organization or persons other than those set out in Article 3, a hereof.