

*Congratulations on being your District's Delegate to attend 4-H Saskatchewan's Annual General Meeting! Whether you are the Leader or Member delegate, or even a Visitor, there is much you can do!*

*Here are some guidelines to help you understand what is expected of you at AGM. Have a great time!*



# District 4-H Council AGM DELEGATE

## ... Beyond Districts

### BOARD OF DIRECTORS

Contribute to 4-H on a Provincial level and run for your one of your region's elected positions. The board is made up of three registered 4-H leaders from each 4-H Region. Board members must attend 3-4 in-person meetings, as well as conference calls. They sit on a number of committees at the provincial level including policies, selections and 4-H projects. Many board positions are two-year terms.

### ADVISORY COUNCIL

The Advisory Council is made up of one registered 4-H member from each of the regions, as well as two-18-year old board members, and Saskatchewan's Youth Advisory Council representative. The Advisory Council advises the Board on issues concerning members, and carries out a number of promotional, educational and fun duties within their regions. Many Advisory Council positions are two-year terms.

### AMBASSADORS

Each region can elect up to six ambassador delegates, which generally are three Leader and three Member Ambassadors. The 4-H Ambassador promotes 4-H at the Club and Community level, and can assist with 4-H activities on request. Ambassadors positions are one-year terms.

## Visitors at AGM

Districts can also send "Visitors" to AGM. Visitors are registered 4-H members or leaders who have a vested interest in the 4-H program. While visitors are able to attend the business meeting and other activities at AGM, they cannot vote.

Visitors can run for regional positions, and speak in the business meeting at the discretion of the Chairperson. Visitors have a different fee to attend AGM.

## What is AGM?

"AGM" is our nickname for 4-H Saskatchewan's Annual General Meeting, held in the Spring every year in Saskatoon.

AGM is where 4-H members and leaders from across the province meet for an extensive business meeting. They discuss 4-H business including policies, projects, training and more. The meeting is run by our Board of Directors with the assistance of the 4-H staff team.

4-H members and leaders also take part in delegate voting, round table and group discussions, and member or leader-specific activities. In the past, leaders have enjoyed a hypnotist, dance lessons and lava lounge, and members always enjoy the ever-epic, members-only dance.

AGM is an excellent experience for anyone who attends. Be prepared to put your parliamentary procedure skills to the test... and make a few new friends along the way!

## Delegate Details

Member voting delegates must be 13 and older to attend AGM.

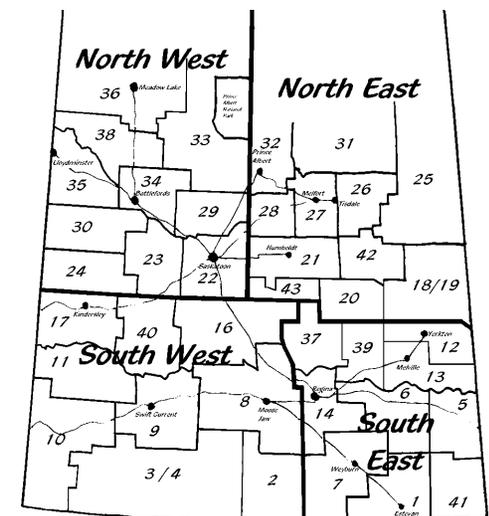
Adult voting delegates must be registered 4-H Leaders.

## District Decisions

Each 4-H District is responsible for sending one registered 4-H member, and one registered 4-H leader to AGM. These are the District's **voting delegates**. They are responsible for:

- Voting on or speaking to any important resolutions on behalf of the district.
- Providing reports from the District at the Regional 4-H Meeting.
- Reporting resolution results and AGM happenings at the next District Meeting

## The 4-H Districts



# Duties at AGM

There are several duties expected of District Delegates at AGM. Please review the following important tasks you must complete as your district's representative. *Items marked \* do not apply to all.*

## 1) VOTING

**The Details:** As the District Delegate, you have to vote on resolutions on behalf of your District. Resolutions are big, detailed motions. At the Spring District meeting, your District will review the resolutions and decide how you are to vote.

### To Do:

- Listen at Spring District meetings and record how you are to vote.
- At AGM, vote on behalf of your District, using the direction they have provided for you (ex. "Yes" to Resolution #1.)
- You should know the following about each resolution:

- ◇ Resolution number
- ◇ How your District wants you to vote (YES / NO/ Get clarification...)
- ◇ Description of Resolution
- ◇ Amendment / Questions for Resolution from your District

### If your District is making a Resolution:

- If your District has made a resolution, you will be asked to "speak to" it.
- You should have a strong understanding of the resolution your District has put forth. Know what it pertains to, extra details that help to back it up and why the resolution was made. You may want to prepare a small, informative speech that will explain any pertinent details

about the resolution. Details may include:

- ◇ The circumstances that led your District to make the resolution
- ◇ Additional information that backs up the resolution that may not be included in the actual wording.

- You will be asked to "close the debate". At this time you can go to the microphone, say a few final words about the resolution and then say "I'd like to close the debate."

## 2) DISTRICT REPORT

**The Details:** Each 4-H Region has its own Regional meeting, which is where all the Districts in that Region meet and discuss what needs to be done within the Region.

### To Do:

- Give report about your District at the Regional Meeting.
- Your report should reflect what your District has done throughout the year.
- Collect information at the Spring District meeting, **send in a written report the week before AGM.** This report should include information on:
  - ◇ # of clubs in the District
  - ◇ # of members per club (if possible)
  - ◇ How often the District meets
  - ◇ District event reports
  - ◇ Regional events hosted \*
  - ◇ Provincial events hosted \*
  - ◇ Other interesting 4-H events held in your District (clinics, rallies, etc.)
  - ◇ How the District raises money (District fees, grants, etc.)
  - ◇ District 4-H news & opportunities (district scholarships, etc.)

## 3) REGIONAL / PROVINCIAL EVENT REPORT \*

**The Details:** Districts take turns hosting Regional Public Speaking or Curling. As well, regions takes turns hosting the Provincial-level of these events too!

### To Do:

- If your District hosted a Regional or Provincial event this year, you are responsible for **providing a written report to be sent in the week before AGM.** Be sure to include:
  - ◇ Where it was held
  - ◇ How many teams / participants
  - ◇ Who won
  - ◇ Who was on your committee
  - ◇ Sponsors or fundraisers held
  - ◇ Fun activities / neat ideas done during the event

## 4) BANQUET HOST

**The Details:** Member delegates have the opportunity to be a Banquet Host for special guests attending the Recognition banquet.

### To Do:

- Check off on your registration form that you want to be a Banquet Host.
- Familiarize yourself with the information sent out to you before AGM.
- Attend the Banquet Host meeting to prepare for your guests.
- Host your guest throughout the banquet and share your 4-H experience!

## 5) DISTRICT DONATION

**The Details:** Districts often give a donation to the Saskatchewan 4-H Foundation at AGM. At a specific time during the meeting, delegates are encouraged to make a presentation to the Foundation.

### To Do:

- Bring the donation
- At the appropriate time in the program, District delegates will be asked to come forth to present their donations
- If you don't know when that is in the program, ask a 4-H Staff member
- Introduce yourself in the microphone, tell which District you are representing, and how much the District is donating to the Foundation.

## 6) TAKE PART & HAVE FUN!

**The Details:** AGM is a meeting place for 4-H'ers from across the province! This is an opportunity for you to meet new people and make new friends! Throughout the weekend, there are exciting opportunities to take advantage of, interesting conversations to be had, and amazing people to meet!

### To Do:

- Take part in as much as you can. Introduce yourself
- Ask people questions about themselves and their 4-H Clubs
- If you are a 4-H member, sign up to be a Banquet Host
- Say "Yes" to new things, take a chance, and experience AGM to its fullest!



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