

PALM BEACH COUNTY YOUTH ADVISORY COUNCIL BYLAWS

ARTICLE I Committee Procedures

Section 1.0 The name of this group shall be **Future Leaders United for Change** (hereafter referred to as “**Future Leaders**”).

ARTICLE II Mission Statement

Section 1.0 To be the voice for the youth of Palm Beach County (PBC) creating leaders through self-motivation, determination, and education.

ARTICLE III Provision and Objective

Section 1.0 Future Leaders is a recommendation from of the Birth to 22: United for Brighter Futures (Birth to 22). Future Leaders is responsible to provide input in the design, implementation and communication of an ongoing strategic plan for future community conversations, focus group discussions, interviews, surveys, youth summits (*Youth Master Plan, YMP pp.40*).

Section 1.1 Future Leaders will contribute to the following Youth Master Plan’s **Action Areas** by engaging with others in PBC (*YMP pp.33*).

- **Economic Access**
 - a) Mitigate the impacts of poverty on youth options
 - b) Increase affordability of basic services
 - c) Build education to employment pathways for disconnected youth
- **Parenting & Role Models**
 - a) Increase effective parent support programming
 - b) Increase outreach to parents through communications, natural support networks & mentors
- **Social & Emotional Supports**
 - a) Strengthen quality out-of-school time opportunities
 - b) Promote social and emotional learning across all environments where young people spend their time.
- **Educational Supports**
 - a) Promote educational equity for all students – from pre-kindergarten through post-secondary education
 - b) Support access to and success in higher education for middle through post-secondary students
 - c) Increase parent, community & business involvement in education

- **Health & Wellness Supports**
 - a) Ensure access to healthy foods and exercise options
 - b) Expand and improve detection, prevention and intervention physical and mental health services behavioral health care access
 - c) Address teen health risks (e.g. pregnancy, obesity)
- **Removal of Community Stressors & Systemic Barriers**
 - a) Become a trauma sensitive community
 - b) Ensure safety & justice

ARTICLE IV Organization

- Section 1.0* Future Leaders is comprised of a diverse cadre of local residents of Palm Beach County ages 11 to 22. Future Leaders seeks to engage youth including those who are court involved, experiencing homelessness, in foster care, racial minorities, have care-giving responsibilities, LGBTQ+, idle/disconnected, undocumented, and with special needs (*Appendix YMP, PP170*).
- Section 1.2* To join Future Leaders, youth needs to submit an application, attend meetings regularly, and comply with Future Leaders rules. **Officers** and **Members** have freedom of speech to bring and discuss items and can vote in all areas. They participate in workgroups and community events.

ARTICLE V Attendance

- Section 1.0* **Officers** and **Members** are expected to participate in all meetings. In the event of any scheduling conflicts the Outreach and Community Programming Division (OCP) designated staff must be informed by phone, text or email. OCP designated staff will support Future Leaders in an effort to minimize any scheduling barriers.
- Section 1.1* Future Leaders will be allowed five (5) absences annually, as determined by sign in/ call in. Exhausting five (5) absences allocated within one (1) year may require removal from Future Leaders.

ARTICLE VI Recruitment, Admission and Dismissal

- Section 1.0* **Recruitment**
The Media Chair leads social media promotions, community outreach for Birth to 22, and other marketing recruitment efforts identified by Future Leaders to attract prospective members. Social media contents must be approved by OCP designated staff. All members are recommended to assist the Recruitment Chair as needed.
- Section 1.1* **Admission**
Prospective members may complete an application online or submit a paper application to OCP. All applicants are required to be interviewed prior to acceptance.

Section 1.2 **Dismissal**

Youth Services Department (YSD) will make final decisions as it pertains to inappropriate behavior, excessive absence and dismissal if the President/ Vice-President fail to address the breach within 48 hours of knowledge of the behavior. Future Leaders can report inappropriate behavior to the President, Vice President, and/or OCP designated staff.

ARTICLE VII

Nominations and Elections

Section 1.0 Future Leaders will convene to nominate and be elected by their peers. The first term nominations will be conducted at the Annual Meeting. The nominees for each position shall be announced. Nominees shall verbally state whether they choose to accept or decline the nomination.

Section 1.1 Elections shall be by ballot at the Annual Meeting. Election shall take place on the ninth (9th) month of each calendar year; in the subsequent meeting all elected or re-elected officers shall take their pledge of acceptance.

Section 1.2 Future Leaders shall form a committee to facilitate the transfer of power. It is YSD recommendation to invite a prestigious PBC community member to administer the pledge.

ARTICLE VIII

Duties and Responsibilities

Section 1.0 In order to meet the objectives identified by Birth to 22 in the areas of Economics Access, Parenting and Role Models, Social-Emotional supports, Education Supports, Health and Wellness Supports, Removal of Community Stressors and Systemic Barriers elected officers and members have accepted the duties and responsibilities stated below.

Section 1.1 **Steering Committee Representative(s):**

- a) Attend Steering Committee meetings as a liaison,
- b) Give report updates to Steering Committee and Future Leaders,
- c) Be the voice and advocate for all PBC youth,
- d) Bring requests from Steering Committee to Future Leaders for implementation and follow through.

Section 1.2 **The president shall:**

- a) Facilitate Future Leaders meetings,
- b) Attend Future Leaders meetings and related events,
- c) Keep members focused and on track during meetings, and
- d) Administer directives issued by Steering Committee.

Section 1.3 The vice-president shall:

- a) Co-facilitate Future Leaders meetings,
- b) Perform the duties of the President in the absence of or at the request of the president,
- c) Fill the unexpired term if a vacancy occurs in the office of President,
- d) Keep members focused and on track during meetings.

Section 1.4 Treasurer shall:

- a) Work with community leaders to identify scholarships, prizes, and other resources
- b) Provide a financial report during meetings, as needed,
- c) Produce annual operating budget, and,
- d) Track expenditures.

Section 1.5 Secretary shall:

- a) Transcribe meeting minutes,
- b) Call roll,
- c) Electronically submit minutes to the OCP designated staff,
- d) Read minutes into record at each meeting,
- e) Facilitate correspondence to Officers, and Future Leaders as appropriate.

Section 1.6 Sergeant-at-Arms:

- a) Responsible for maintaining order before, during and after all Future Leader's events,
- b) Responsible for creating and setting up- posters, banners, table displays, and other advertisement for all council events,
- c) Perform the duties of the vice-president in the absence of or at the request of the vice-president.

Section 1.7 Media chair shall:

- a) Update the Future Leaders' s social media page(s) about meetings, and events;
- b) Oversee photo and video creating process,
- c) Ensure all materials are in compliance with Future Leaders rules,
- d) Ensure all contents are approved by OCP designated staff.

Section 1.8 Recruitment Chair shall:

- a) Represent Future Leaders at youth related events,
- b) Promote Future Leaders to other youth,
- c) Facilitate application process,
- d) Facilitate elections and re-elections at Annual Meeting.

Section 1.9 At-Large Members:

- a) Attend Future Leaders meetings and related events,
- b) Promotes Future Leaders,
- c) Ensure Future Leaders are mindful of all PBC youth success.

Section 2.0 Future Leaders will not be involved in any financial transaction, exchange or selling of anything of value, nor may they make any representations on behalf of YSD or Birth to 22 without prior authorization.

ARTICLE IX Meetings

Section 1.0 A quorum is comprised of eleven (11) Future Leaders.

Section 1.1 The Annual Meeting shall take place on the ninth (9th) month of each year.

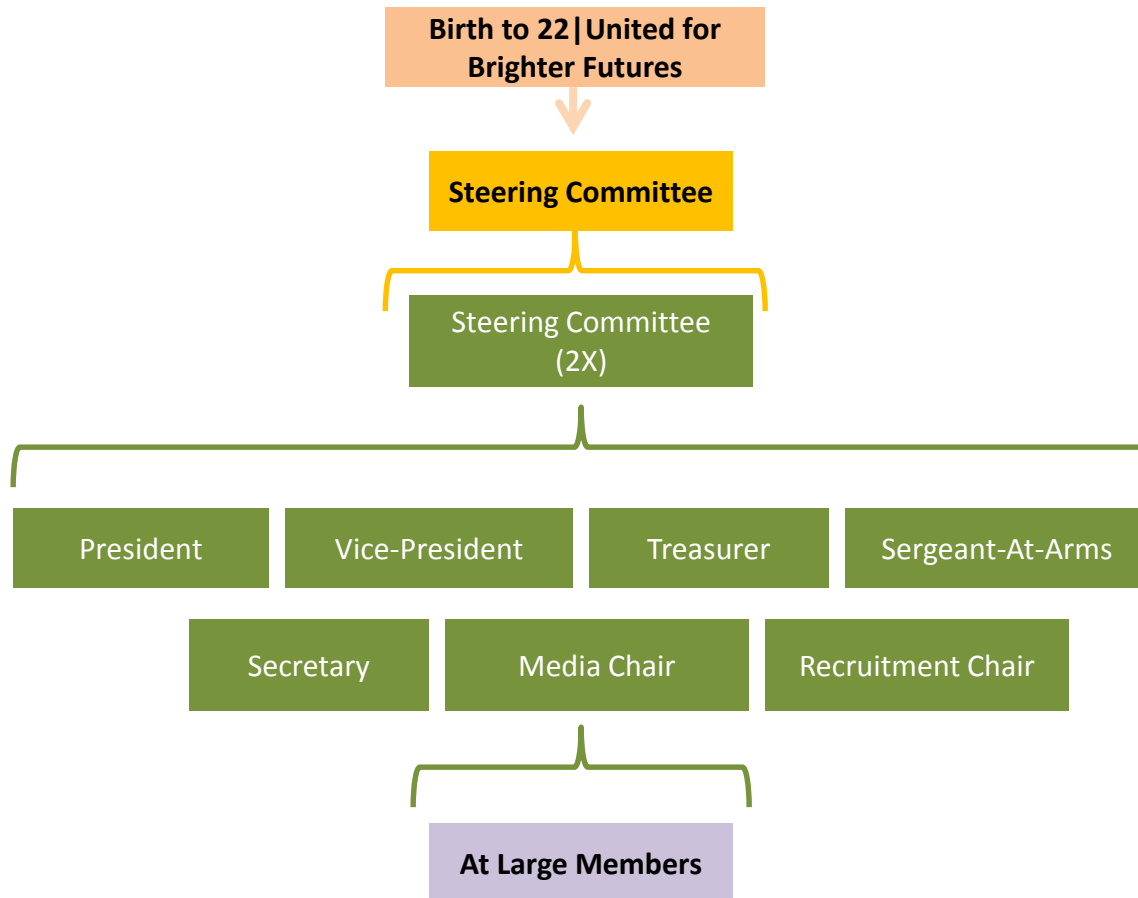
Section 1.2 Future Leaders will have a minimum of six (6) meetings annually (*YMP pp40*), meeting on the last Tuesday of the month unless otherwise agreed. Officers may convene informally to outline Future Leaders business, workshop, group work, and training, as needed.

- a) A confirmed list of names will be made available two (2) weeks prior to a scheduled meeting.
- b) If the list does not reflect a minimum required for a quorum, the meeting may be postponed.

Section 1.3 PBC Library branches may be used as hybrid meeting sites. For room(s) reservation, a request must be placed in advance with OCP designated staff to schedule with the Library. A confirmation email or text message will be sent to Future Leaders after the room is booked.

Section 1.4 Future Leaders are to treat PBC property with respect, all areas are to be clean before exiting, and all furniture returned to required formation.

FUTURE LEADERS UNITED FOR CHANGE ORGANIZATION CHART





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PALM BEACH COUNTY, CONSENT, RELEASE AND WAIVER OF LIABILITY

Employees and/or Representatives of Palm Beach County Youth Services Department (the County), or others, may take photographs and/or record videotapes, audiotapes, or other recordings (collectively Photographs and Recordings) that include images and/or the voice of minors who participate (the Participant) in Palm Beach County Youth Services Department events.

The undersigned, as parent and/or legal guardian of _____ (Print the Participant’s Name), on behalf of myself, the Participant, and our respective heirs, successors, and assigns: (i) hereby releases and waives any and all interest we may have in and with respect to all Photographs and Recordings; (ii) grants the County permission, but in no way requires the County, to use the Participant’s name and identifying information in connection with such Photographs and Recordings; (iii) agrees that the Photographs and Recordings are the sole and exclusive property of the County and that the County may, without payment to the Participant or anyone else of any consideration whatsoever, take, make, edit, enhance, revise, and use the Photographs and Recordings in any medium and for any purpose whatsoever, including but not limited to education, training, advertising, web content, public information, and news and social media; and (iv) hereby and forever releases and discharges the County and its officers, employees, administrators and representatives from any and all claims, demands, rights, damages, costs, expenses, compensation, actions, causes of action or suits of any kind or nature whatsoever, now known or later discovered, for, among other things, invasion of privacy, right of publicity, and defamation arising out of or in any way related to the Photographs and Recordings and the County’s use thereof. This Consent and Release may be revoked by me in writing, and if revoked shall apply to use of Photographs and Recordings subsequent to the revocation only.

In addition, as parent and/or legal guardian, on behalf of myself, the participant, and our respective heirs successors, and assigns, release Palm Beach County from any liability or responsibility for any injury, damage or loss that may occur to participant or participant’s property.

I HAVE READ THIS CONSENT AND RELEASE, I FULLY UNDERSTAND ITS TERMS, AND I AM SIGNING THIS CONSENT AND RELEASE FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT, ASSURANCE OR GUARANTEE BEING MADE TO ME.

Parent and/or Legal Guardian Name (Please Print Clearly) _____

Parent and/or Legal Guardian Signature _____ Date _____

Address, City, State, Zip _____

Phone Number _____

