

**OREGON STATE UNIVERSITY**  
**Extension Service - Deschutes County**  
**Deschutes County Extension Advisory Council Bylaws**

**PREAMBLE**

Since the Smith-Lever Act of 1914, which formalized Extension work as a partnership between the U.S. Department of Agriculture, land-grant universities, and county governments, advisory councils have been integral in guiding Extension programs. In Deschutes County, these councils have continuously provided valuable insights and support, significantly contributing to the success and value of Extension activities.

In the spirit of this longstanding tradition and to enhance the democratic planning process, we hereby adopt these updated bylaws, reflecting a more streamlined and collaborative approach to our advisory roles within the OSU Extension framework in Deschutes County.

**Article I: Name and Purpose**

1. The Council shall be known as the OSU Deschutes County Extension Advisory Council.
2. Its purpose is to advise and support the OSU Extension Service in Deschutes County and to advocate for the Extension Service programs in their communities and networks.

**Article II: Membership**

1. Membership shall be comprised of at least five (5) community members that reside in Deschutes County that may or may not use Extension's services. They should have an interest in Extension education or have expertise, knowledge and/or interest in offered by the Extension service.
2. Members will be identified by Extension leadership and appointed by Deschutes County BOCC for an initial term of three years. Following this, those with consistent attendance may be invited for up to two additional three-year terms. Terms begin in January.
3. Members will be asked to serve on the budget committee at least once per term. They will contribute to the County budget process by offering their attendance and support during the County budget presentation and hearing in May.
4. Members are appointed based on their interest in community development and Extension programs by Extension leadership on a non-discriminatory basis.
5. After three consecutive meeting absences, the council retains the right to determine membership status. Vacancies may be filled by Extension leadership as needed.

**Article III: Meetings**

1. The Council shall meet regularly, at least three times a year.

2. Meetings shall be conducted in a casual, collaborative manner, focusing on discussion and advisory input rather than formal procedures.
3. The purpose of the meetings shall be for the following:
  - a. To evaluate reports of activities, projects, or programs and make suggestions for improvement.
  - b. To provide Council members information concerning the county and state Extension programs helpful to address needs of the community.
  - c. To identify and prioritize problems and issues facing the people in Deschutes County that can be addressed by Extension.
4. A simple majority of members present constitutes a quorum for meeting discussions.
5. Decisions will be made by consensus.

#### **Article IV: Roles and Responsibilities**

1. All members are equal; there are no formal officer roles.
2. All members must attend at least two meetings each calendar year (Jan - Dec) to be in good standing.

#### **Article V: Committees**

1. The Council may form ad hoc committees as needed to address specific issues or projects.
2. Committee members are volunteers from within the Council and focus on collaborative efforts.

#### **Article VI: Amendments**

1. These bylaws can be amended by a consensus among the Council members during a regular meeting.

#### **Article VII: Extension Personnel Interaction**

1. The Council will maintain a cooperative relationship with OSU Extension Service faculty and staff.
2. Extension faculty and staff may attend meetings as advisors and provide necessary support.

#### **Article VIII: Dissolution**

1. In the event of dissolution, all Council assets shall revert to the OSU Extension Service for use in Deschutes County.