



Bylaws of the Wyoming Youth Advisory Council

Article I: Name and Purpose

1.1 Name: The name of this organization shall be the Wyoming Youth Advisory Council (WYAC).

1.2 Purpose: The purpose of the Wyoming Youth Advisory Council shall be to provide a platform for the youth of Wyoming to voice their opinions, concerns, and ideas regarding matters affecting their communities and the state at large. The council shall serve as an advisory body to the State of Wyoming on youth-related issues.

Article II: Membership

2.1 Eligibility: The Wyoming Youth Advisory Council membership shall be a representation of youth who are or were in foster care and/or adopted from foster care between the ages of 14 to 26 and take an Oath of Office.

2.2 Selection: Members shall be selected through an application process that includes consideration of the applicant's interest in youth advocacy, community involvement, and diversity of backgrounds.

2.3 Term: Members may serve until the age of 26.

2.4 Members shall follow the Code of Conduct to remain within the Council.

2.5 Active Members: To be considered an active member, members shall attend at least six (6) of the last twelve (12) meetings.

2.6 Non-active members: A non-active member of the Wyoming Youth Advisory Council is someone who, despite being officially part of the council, does not participate in the council's activities, meetings, or initiatives on a regular basis. Non-active status can be determined based on several factors, including but not limited to attendance at scheduled meetings.

2.7 Meeting Attendance:

2.7(a) A member may be considered non-active if they miss more than three (3) consecutive meetings without prior notice or valid reasons.

2.7(b) Alternatively, if a member misses a total of six (6) meetings or more in the most recent 12 month period meetings throughout the year (regardless of whether these absences are consecutive or not).



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2.7(c) Members may provide a notification of an absence due to work, illness, or other important reason, to the Wyoming Youth Advisory Council leadership, without losing membership status.

2.7(c)(1) Notification shall be sent by the Secretary via email or phone call explaining the missed meeting.

2.7(c)(2) Notification shall be sent by the Secretary of Youth Engagement if a member misses more than three (3) consecutive meetings.

2.7(d) Participation in Initiatives: Beyond just attending meetings, if a member consistently fails to engage in council activities, such as events, outreach efforts, or assigned tasks, their status non-participation could contribute to a non-active status.

2.7(e) The WYAC Advisory Committee has a right to contact the youth. If the youth does not respond in a timely manner, they may be voted out of WYAC with a 2/3 vote and deemed a non-active member.

Article III: Meetings

3.1 Regular Meetings: The Wyoming Youth Advisory Council shall hold regular meetings at least once per month, at a time and place determined by the council.

3.2 Quorum: A quorum consisting of six (6) active members, or at least the simple majority of the active members in attendance, shall be present to conduct official business..

3.3 Special Meetings: Special meetings may be called by the President or upon the request of at least six (6) active members.

3.4 Agenda: An agenda shall be prepared and distributed prior to each regular meeting, outlining the items to be discussed.

Article IV: Officers / WYAC Cabinet

4.1 Positions: The officers of the Wyoming Youth Advisory Council shall include a President, Vice President, Secretary, Chief of Staff and Treasurer and any additional positions requested by President and Vice President.

4.1(a) Cabinet members shall attend at least 9 out of the 12 (75%) of the regular monthly cabinet meetings.

4.1(b) Duties of officers beyond those identified therein require approval from the Wyoming Youth Advisory Council Advisory Committee.



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4.1(c) The President and Vice President have the capacity to create a position if they deem it necessary. The Wyoming Youth Advisory Council Cabinet and Advisory committee shall approve the position. A Wyoming Youth Advisory Council Member showing good leadership skills and is Interested may apply for the position.

4.2 Duties:

4.2(a) President: The President shall preside over meetings, represent the council in official capacities, and provide leadership to the members.

4.2(b) Vice President: The Vice President shall assist the President and assume the President's duties in their absence. The Vice President is responsible for building and maintaining relationships with community partners, organizations, and stakeholders as well as expanding WYAC's presence within the community, and engaging with potential supporters. The Vice President is also responsible for managing the communication strategy and public image of the Wyoming Youth Advisory Council (WYAC). This includes overseeing media relations, crafting press releases, and ensuring consistent messaging across all platforms.

4.2(c) Secretary: The Secretary shall maintain accurate records of meetings and communications and handle correspondence as necessary.

4.2(d) Secretary of Treasury: The Secretary of Treasury shall report out on the financial matters of the council, including budgeting and fundraising efforts in collaboration with the Wyoming Children's Trust Fund and the Department of Family Services.

4.2(e) The Deputy Secretary shall assist the Secretary in managing the Council's records, meeting minutes, and official correspondence. In the absence of the Secretary, the Deputy Secretary shall assume their responsibilities and ensure the smooth operation of administrative duties.

4.2(f) The Secretary of Youth Engagement is responsible for leading initiatives that involve and empower youth within the Wyoming Youth Advisory Council (WYAC). The Secretary of Youth Engagement will contact WYAC youth to maintain their involvement and discuss support to keep them involved. The Secretary of Youth Engagement will participate and facilitate WYAC events and all planning activities.

4.2(g) The Speaker of WYAC will also represent the Executive Committee in official capacities and collaborate with the other WYAC leadership roles to drive the organization's mission forward. While the Speaker will sit in on monthly meetings, they will convene separate meetings as needed to address specific committee matters and Collaborate with the Advisory Committee this will be a Youth Executive Committee to have more youth voices.

4.3 Election and Terms:

4.3(a) Elections will be held in December of odd years.

4.3(b) Officers shall be the age of 18 years and older may serve as many terms up to the age of twenty-six (26), and are subject to reelection.



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4.3(c) Officers shall serve a term of two years, and the officer can seek re-election for another two (2) year term with the approval of the council.

4.3(d) Officers may serve an unlimited number of consecutive terms until they turn twenty-six (26) years of age.

Article V: Adoption

5.1 These bylaws shall be adopted upon approval by a two-thirds majority vote of the active members of the Wyoming Youth Advisory Council.

5.2 These bylaws shall take effect immediately upon adoption.

Article VI: Ratification

6.1 These bylaws shall be ratified by the signatures of the Current active Administration Cabinet of the Wyoming Youth Advisory Council.

Article VII: Amendments

7.1 Amendments to these bylaws may be proposed by any member of the Wyoming Youth Advisory Council.

7.2 Proposed amendments must be submitted in writing and distributed to all members at least one (1) week prior to the meeting at which they will be considered.

7.3 Amendments shall be adopted upon approval by a two-thirds majority vote of the members present at the meeting and before the vote happens take the new ones to the Advisory Committee for approval and then to the Monthly Meetings.

Sign here:

X _____ Date
(President of WYAC Sign)

X _____ Date
(Vice President of WYAC Sign)



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X _____ Date
(Secretary of WYAC Sign)

X _____ Date
(Deputy Secretary of WYAC Sign)

X _____ Date
(Secretary of Youth Engagement)

Advisory Committee Signs

X _____ Date
(Advisor Brian D Sign)

X _____ Date
(Advisor Debra H Sign)

X _____ Date
(Advisor Sara S Sign)



Bylaws of the Wyoming Youth Advisory Council

X _____ Date
(Advisor Liz D Sign)

X _____ Date
(Advisor Nicole N Sign)

X _____ Date
(Advisor Nicole G Sign)

Note: These bylaws are subject to review and amendment as deemed necessary by the Wyoming Youth Advisory Council. And the Advisory Committee and the Executive Committee.