

**McCULLOCH COUNTY JUNIOR LIVESTOCK SHOW & SALE  
ASSOCIATION BY-LAWS**

**Latest changes were last Approval by the general membership May 06, 2015**

*(latest changes are highlighted)*

**I. NAME:** The name of this organization shall be the McCulloch County Junior Livestock Show and Sale Association - commonly referred to as the "Livestock Association", or "Junior Livestock Association". This is an incorporated tax-free non-profit organization. McCulloch County Junior Livestock Association is a non-refundable organization. This includes all fees, entry fees, transactions, etc.

**II. PURPOSE:** This Association serves the 4-H & FFA youth of McCulloch County regardless of socioeconomic level, race, color, sex, religion, disability or national origin. The purpose of this association is to plan, arrange financing, and conduct the annual McCulloch County Junior Livestock Show and Sale, and by, and/or through this activity, promote agriculture and youth involvement in McCulloch County through those who are involved in FFA and 4-H club work.

**III. GENERAL MEMBERSHIP:** Membership in the association shall be open to anyone interested in the McCulloch County Junior Livestock Show and Sale and/or anyone interested in the FFA and 4-H program. Membership shall be based on the annual fee of one dollar (\$1.00) per person set by the association; and annual membership will expire each year following the conclusion of the annual stock show. Membership fees must be paid for the upcoming year prior to the general membership meeting.

**IV. GENERAL VOTING BODY:** Membership voting privileges in the association is open to 1) anyone that is 16 years old or older the day of voting and has shown in a previous McCulloch County Junior Livestock show 2) their parents 3) and any adult interested in the promotion of 4-H & FFA through the county show and has paid their annual dues as defined in Rule III. This includes all county agents, ag teachers, and advisors that have paid their membership fee.

A. **AUTHORITY:** The primary function of the general membership shall be to annually elect board members and vote on any rule changes that effect eligibility of an animal or exhibitor and/or by-law rules as recommended by the board. If the situation or need arises the general membership has authority to replace and /or rescind a board member by a two-thirds (2/3) vote. Any item of business **not** on the agenda requires 2/3 vote for consideration and 2/3 vote to pass. Any item on the agenda requires a majority vote.

B. **PROXY VOTES:** Proxy votes will not be accepted at general or board meetings.

**V. GENERAL MEETINGS:** General membership meetings may be called as deemed necessary by the Board of Directors as long as the general membership is given at least one (1) week of advance notice and that notice is posted with CEA, Ag Advisors, and newspapers/radio station in McCulloch County. At least one annual general membership meeting is required in the spring prior to June 1.

1) **RULES:** Grays (Roberts) Rules of Parliamentary Procedure will be employed at all general/board meetings.

2) **AGENDA:** An agenda will be followed. The agenda is determined by the Board of Directors prior to the general membership meeting. Members can recommend items of business to be placed on the agenda in the following manner:

A) At the board meeting preceding the general membership meeting, the member must present their recommendation to the Board of Directors for board approval/disapproval to be included on the agenda (or) the member must contact an officer prior to this board meeting whereby the officer can present the recommendation (written proposals are recommended) to the Board of Directors for board approval/disapproval to be included on the agenda.

B) At a called general membership meeting, a member must obtain a two-third (2/3) vote from members present to place an item of business/proposal on the floor (not on the agenda) for approval/disapproval by the membership present.

**VI. GENERAL MEETING QUORUM:** A quorum shall consist of a simple majority of the qualified general members present at a pre-announced meeting of the general membership.

**VII. BOARD OF DIRECTORS:** The Board of Directors of this association shall consist of eighteen (18) people elected from the general membership and by the general membership. All CEAs, Ag Advisors, and the past president (for 1 year if applicable) will serve as EX-OFFICIO members and advisors on the board.

**A. BOARD TERMS:** Directors will serve three (3) year terms - these terms will be staggered or rotating with six (6) directors... one-third (1/3) revolving off the board each year. If a director resigns or quits, the Board may elect a replacement until the next called meeting of the general membership. If the need arises, directors shall “draw” for their staggered terms in a graduated manner in relation to the number of years they have served. There are no consecutive term limitations. A director not attending three (3) consecutive regular scheduled Board meetings will be terminated from the Board. He/She may be reinstated on the board by a 2/3 majority vote of the quorum of the Board.

**B. BOARD AUTHORITY:** The Board of Directors shall be responsible for planning, organizing, arranging financing, and conducting the annual McCulloch County Junior Livestock Show & Sale with the help of all of the general membership. The Board shall be given the authority to interpret and enforce all By-Laws and general rules, and make final decisions on any question that might arise concerning the association, show or sale. All major rule changes that directly affect the eligibility of the exhibitor and/or animal, and by-laws must be voted on by the general membership in the spring meeting (prior to June 1). The Board is responsible to the general membership for: making recommendations on all rule changes affecting eligibility, making recommendation on by-law changes, and making nominations in a timely manner before the general meeting.

**C. BOARD QUORUM:** A quorum of the Board shall be a simple majority of the Board of Directors membership (10). If less than 10 members are present at a called board meeting, then decisive actions can not be taken.

**D. BOARD MEETINGS:** Board meetings will be called and held as deemed necessary by the Board and it’s advisors. The general membership shall be given notice of all Board meetings by posting such notice seventy two (72) hours prior with the CEA and Ag Advisors.

1) **RULES:** Grays (Roberts) Rules of Parliamentary Procedure will be recognized and followed by the Board.

2) **AGENDA:** Each Board meeting will have an agenda for business which will be mailed out to each board member prior to the board meeting. To get an item put on the agenda, association members must contact the Board president or secretary at least seven (7) working days before the proposed meeting date. When necessary, addendum items can be added to the agenda with 2 hours prior notice to the Board Officers.

Each board meeting will have the previous minutes read and approved, as well as a full financial report given and approved. It is recommended that this financial report be printed out and given to each board member at the meeting. Each committee will be asked to give a report at each board meeting. Old business, new business and miscellaneous business will be discussed at each board meeting before adjournment.

3) **ATTENDANCE:** It is imperative that board members strive to attend each board meeting. General membership is welcome and invited to attend all board meetings even though they do not have voting power on the board. There should be nothing secretive about Board meetings and business.

**E. BOARD OFFICERS:** The officers of the board shall consist of a President, Vice President, Secretary, Treasurer and any other office the board deems necessary. The board has the option to hire and fire an executive secretary who would be responsible for much of the bookkeeping and paper work.

1) **TERM:** No officer shall serve more than three (3) consecutive years in the same capacity. At the end of each presidential office term of one (1) year... upon Board approval, the Vice President will rotate up to the President position. This is to facilitate transition and integrity of Board operations. If the President resigns/quits, the Vice President, upon board approval, will rotate up and the board will elect a new Vice President; likewise, if any officer resigns/quits.

2) **DUTIES:** The duties of the officers shall be those pertaining to their office and other duties assigned them by the Board and /or general membership.

a) **President:** Coordinate and moderate all activities of the board and it's members and organize meetings & events and delegate powers.

b) **Vice President:** Assist the president in all capacities and fill-in in his/her absence.

c) **Secretary:** Document all meetings, membership, and activities of the board & make a report at each board and each general meeting.

d) **Treasurer:** Maintain financial integrity and document all financial activities... and make a report at each board/general meeting.

3) **OFFICER ELECTION:** Officers shall be elected annually in the spring following the meeting of the general membership where and when new board members will be elected by the general membership.

4) **BOARD NOMINATIONS:** Prior to the spring general membership meeting the Board of Directors can nominate potential general members to serve on the board. These names will be submitted as nominees for the Board. At the general membership meeting other nominations for directors may be made from the floor and added to the list of nominees to be considered by the general membership.

5) **BOARD TRANSITION:** To facilitate a smooth efficient transfer of business, all officers at the end of their office term shall turn over to the new respective officers all business and financial records, and all materials and equipment pertaining to the board, show, sale and the association.

6) **BOARD FINANCIAL BUSINESS:** Each and every transaction will be documented. All checks shall be signed by at least two (2) board members. Cash withdrawals will be approved and reconciled at each board meeting. All reimbursed expenses must be documented with receipt. The Board and/or Association has the right to call for an audit at any given time.

**IX. NEW DEPARTMENT SHOW:** There are six major (6) steps that must be satisfactorily completed within two (2) years as part of an approved event ... referred within as a "**County Jackpot Show**" of the McCulloch County Junior Livestock Show ... before a new "Department Show" is eligible to be included in an upcoming McCulloch County Junior Livestock Show & Sale.

By 2/3 approval of the board of directors, the board can declare at any time an approved "County Jackpot show" NULL and VOID due to failure of the County Jackpot Show committee to abide by any of the six (6) steps as stated within:

Step 1. Prior to March 1<sup>st</sup>, membership must present in writing a complete set of guidelines/rules/changes for a proposed "County Jackpot show" to the board of directors.

Step 2. With a majority approval by the Board of the proposed "Jackpot show" guidelines, the board will then recommend a "VOTE by the general membership" at the next upcoming annual spring membership meeting to accept the "county jackpot show" as an approved activity of the show.

Step 3. With 2/3 approval by the general membership, a "County Jackpot show" will become an approved activity for two (2) years of the McCulloch County Jr. Livestock Show. County Jackpot exhibitors and animals will be subject to the following guidelines:

- A) All rules and regulations of the approved County Jackpot Show
- B) All rules and regulations of the McCulloch County Jr. Livestock Show, excluding the eligibility of animals to participate in the premium sale.
- C) ALL County Jackpot animals ARE NOT ELIGIBLE for the PREMIUM SALE.

Step 4. The following standards must be maintained during the two years as an approved “County Jackpot Show”.

- A) Annual participation of at least three (3) families and ten (10) exhibitors
- B) The County Jackpot Show Committee annually raises and utilizes at least \$500 dollars from new outside sponsors (*that were not currently contributing to the association’s premium sale at time of approval*) to support the county jackpot exhibitors’ premium awards.
- C) Changes to be approved by the County Jackpot Show rules will be administrated by the board of directors according to McCulloch County Junior Livestock Show guidelines.

Step 5. With a majority approval by the Board whereby the association’s standards listed in step 4 have been maintained for two (2) years as a Jackpot show ... the board of directors will then recommend a “VOTE by the general membership” that the “County Jackpot Show” become an official “Department Show” for the upcoming show and sale.

Step 6. With 2/3 approval by the general membership, the “County Jackpot Show” will then be converted to an official “DEPARTMENT SHOW” with all privileges of the show and sale for the upcoming show and sale.

**X. BY-LAWS AMENDMENT:** These rules and guidelines may be amended or changed by a two-third (2/3) majority vote of the members present as defined in section III. “General membership” and section IV. “General Voting Body”.

**XI. COMMITTEES:** The association shall have the following standing committees as well as any other committees the board considers as necessary. Chairman of these committees shall come from the Board. Below the committees are grouped into three major categories that will have separate functions and chairman. There will be no group chairman.

ASSOCIATION

BOARD OF DIRECTORS

OFFICERS

EXECUTIVE COMMITTEE

(All board members + specie superintendents)

GROUP COMMITTEES

Sales Group

- auction
- finance
- fund raising

Development Group

- scholarship
- awards
- public relations
- membership

Show Group

- concession
- grounds/maintenance
- species - cattle, swine, sheep, goats, rabbits.

**XII. PROTESTS & GRIEVANCES:** All protests must be in writing and be accompanied by a deposit of one hundred (\$100) dollars, which will be forfeited if the protest is not sustained. Such a protest must state plainly the cause of complaint or appeal and must be delivered to a Board Officer prior to judging or immediately after the judging. A quorum of the Board (10 members or more) will review the protest and render a FINAL decision. Other minor grievances or complaints can be made to or presented to the Board by having the grievance/complaint put on the agenda as defined in section VII, part D-2 “Agenda”.

**XIII. DISCLAIMER:** This association and the Board of Directors are not responsible for accidents, loss or injury or harm of livestock, exhibitors, spectators, participants, or equipment.