

ARKANSAS STATE SHEEP COUNCIL
BYLAWS

ARTICLE I
NAME

- A. The name of the organization shall be the Arkansas State Sheep Council.

ARTICLE II
PURPOSE

A. The primary purpose of the Arkansas State Sheep Council shall be to promote the general welfare of the entire state sheep industry. The Arkansas State Sheep Council shall act as the governing body of the Arkansas Junior Sheep Council (AJSC). Input from AJSC Coordinator, officers and members will be taken into consideration regarding AJSC business when deemed necessary.

B. ASSC Mission Statement

- Provide top quality club lambs to Arkansas youth.
- Encourage the exhibition of Arkansas produced lambs.
- Improve the genetics of Arkansas sheep breeds.
- Support Arkansas youth agriculture programs.
- Help promote the sheep industry in Arkansas.

ARTICLE III
MEMBERSHIP

A. Membership in the Arkansas State Sheep Council shall be by dues. Each farm membership will shall pay annual dues, payable in January to the Treasurer. Only one vote per farm membership will be allowed. Dues will be set by the Executive Committee with approval from the general membership.

B. The working year for Arkansas Sheep Council is January 1 through December 31.

ARTICLE IV
EXECUTIVE COMMITTEE

- A. The Executive Committee shall be: President; Vice-President; Secretary; Treasurer; AJSC Coordinator, and **Arkansas Breeding Sheep Coordinator**.
- B. Executive Committee shall meet as needed. All Executive Committee members will be notified of meeting time and location by the President. Members of the Executive Committee who are present, if not less than three, shall constitute a quorum.

- C. Special meetings of the Executive Committee may be called by the President or by request of a majority of the officers

ARTICLE V OFFICERS AND ELECTIONS

- A. The officers of the Arkansas Sheep Council shall be: President, Vice-President, Secretary, Treasurer, AJSC Coordinator and **ABSC Coordinator. Officers** shall be elected at the annual meeting by majority vote, for a term of one year or until their successors are elected.
- B. The President, with the approval of the Executive Committee, shall appoint a Nominating Committee of three members at least one month before the Annual Meeting. All nominees shall be in good standing. Following the report of the Nominating Committee, additional nominations will be accepted from the floor, providing that consent has been secured from the nominee.
- C. Vacancies among the officers and standing committee chairs shall be filled by the President, with approval of the Executive Committee, for the remainder of the un-expired term. However, if the office of either the President or Vice-President becomes vacant, it will be filled by a special election by the general membership.

ARTICLE VI DUTIES OF THE OFFICERS

- A. The President shall preside at all meetings at which he or she is present, and shall exercise general supervision over the affairs and activities of the group. The President shall be responsible for selecting committee chairs for various committees and for assuring that the committees are functioning as necessary.
- B. The Vice-President shall perform the duties of the President whenever the President is absent or unable to perform his or her duties. Order and distribute ABL tags. Order the banners and jackets for district fairs. Communicate with appointed district fair liaison to ensure they have their paperwork and understand our ABL rules and regulations as they pertain to the district fairs.**
- C. The Secretary shall maintain written records of all meetings of the Arkansas State Sheep Council and meetings of the Executive Committee. He or she shall:
 - 1. Conduct correspondence of the Arkansas State Sheep Council as directed by the President.
 - 2. Provide minutes and meeting agenda to the President and website coordinator who will make the information available to the general membership.
 - 3. Maintain a list of all committees and membership and provide this information to other Executive Committee members.

4. Be administrator over online spreadsheet where breeders can submit breeder lists.

D. The Treasurer shall set up such accounts as necessary to fulfill the business of the Arkansas State Sheep Council. The Treasurer shall:

1. Pay out all money, by check only, to cover the expenses of the group as authorized by the Executive Committee.
2. Collect and receive dues from members.
3. Report the amount of money in the treasury at each meeting of the general membership.
4. Work with the Peer Audit Committee to facilitate the annual audit of the books
5. Treasurer will be added to the AJSC account.
6. Send list to VP when tags have been paid for so the VP can send out the tags.
7. Collect money for ABL tags and deposit into AJSC account.

E. The AJSC Coordinator shall obtain and record current AJSC membership annually. The AJSC Coordinator shall:

1. Maintain AJSC banking records and provide financial statement at ASSC meetings.
2. Pay any bills for AJSC awards.
3. Collects ABL nominations and fees, and AJSC memberships and fees. Deposit these fees into AJSC account.
4. Communicate with treasurer about current finances.
5. Keep AJSC members updated on meetings and activities.
6. Provide guidance to AJSC members and elected officers.
7. Order AJSC awards for Arkansas State Fair.
8. Provide Secretary updated information for AJSC webpage.
9. Provide ASSC Secretary and Points Director with current membership of AJSC members.
10. Collect AJSC sanctioned show fees.

F. The Arkansas Breeding Sheep Coordinator shall obtain and record current ABSC membership annually. The ABSC coordinator shall:

1. Maintain ABSC banking records and provide financial statement at ASSC meetings.
2. Pay any bills for ABSC awards.
3. Keep AJSC members updated on meetings and activities.
4. Provide guidance to AJSC members and elected officers.
5. Order AJSC awards for Arkansas State Fair.
6. Provide Secretary updated information for AJSC webpage.
7. Coordinate the Breeding Sheep Spring Show and Sheep and Wool Field Day

To facilitate everyday management, the organizational directives set forth in these bylaws

will provide a functioning set of guidelines.

ARTICLE VII MEETINGS

A. General Membership:

- a. There will be at least two meetings held annually with place and time determined by the Executive Committee usually in the Spring, and Fall. Typical times for Spring and Fall meetings will be during the Arkansas State Fair Spring Livestock Show, and the Arkansas State Fair respectively.
- b. The Fall meeting will be deemed as the Annual Meeting with election of officers.
- c. Other general membership meetings shall be on an “as needed basis”.
- d. Quorum shall be the members present.

B. Electronic

- a. Both Executive Committee meetings and General Membership meetings can be held by electronic means (such as e-mail or other internet communication systems subject to the following:
 - i. A majority of the Executive Committee or the General Membership shall have access to the appropriate electronic meeting media, as verified by their response to a call for any particular meeting, to constitute a quorum.
 - ii. The technology used for the electronic meetings shall allow the participants full access to and full participation in all meetings transactions either continuously or intermittently throughout the specified time of the meeting.
 - iii. Procedural rules related to the conduct of electronic meetings shall be established by the Executive Committee, which shall include notice requirements and time period for the duration of the meeting.

ARTICLE VIII FINANCES

- A. Fundraising activities for the Arkansas State Sheep Council may be authorized by the Executive Committee, when the purpose of such activities is in agreement with the objectives of the group and not in conflict with the nature of the organization.
- B. Expenses over \$500.00, shall be approved by the executive committee.
- C. At the end of the working year, the Treasurer shall provide an annual financial report to the Audit Committee. The Audit Committee will give an audit report during the spring meeting. General membership must approve the audit report.
- D. The Treasurer and the President will conduct business with bank approved by the Arkansas State Sheep Council (ARVEST) on behalf of the Arkansas State Sheep Council. One

signature only will be required on the checking account, being the Treasurer or the President.

E. The treasurer and AJSC coordinator will conduct business with a bank, approved by the Arkansas State Sheep Council, (ARVEST) on behalf of the Arkansas Junior Sheep Council. One signature only will be required on the checking account being the treasurer and the AJSC coordinator.

F. 10% of the monies that AJSC collects from AJSC membership dues, ABL tags, and ABL nominations are to be placed into the ASSC general budget.

G. The treasurer and ABSC coordinator will conduct business with a bank, approved by the Arkansas State Sheep Council (ARVEST), on behalf of the Arkansas Breeding Sheep Council. One signature only will be required on the checking account being the treasurer and the ABSC coordinator.

H. A legitimate receipt must be turned in to the treasurer within thirty (30) days of purchase for any approved expenditures to be reimbursed.

ARTICLE IX PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Arkansas State Sheep Council in all cases in which they are not inconsistent with these bylaws and any special rules of order that have been adopted.

ARTICLE X DISSOLUTION

Upon dissolution of the Arkansas State Sheep Council, the Executive Committee shall pay or make provisions for all liabilities of the Arkansas State Sheep Council to be settled. All remaining assets shall distribute those to one or more 501 (c) 3 non-profit organizations to be used at their discretion in their educational programs.

ARTICLE XI AMENDMENTS

These bylaws may be amended at any regular meeting of the Arkansas State Sheep Council by 2/3 of the votes cast, by hand-count, provided that written notice of the proposed changes were received by the membership twenty-one (21) days prior to the vote.

Standing Rules

All AJSC Scholarship recipients must be current members of the AJSC.