

# **Bylaws of Pacific County Youth Livestock Auction**

## **Mission Statement**

The mission of the Pacific County Youth Livestock Auction is to facilitate opportunities for youth enrolled with livestock projects in a Pacific County recognized youth group to learn, earn and develop responsibility through ethically producing and selling their market projects according to established industry standards.

## **Article I. Name, Office, and Duration**

Section 1.01 The name of this committee shall be Pacific County Youth Livestock Auction.

Section 1.02 The principal place of business and administrative office shall be located at the Pacific County Fair Office, 5 Fair Lane, Raymond, WA 98577.

Section 1.03 The Pacific County Youth Livestock Auction shall have perpetual existence.

## **Article II. Purpose**

Section 2.01 The purpose of this committee shall be:

- Support youth in ethically raising, selling, and showing a quality market animal according to established industry standards.
- Establish and carry out an educational program.
- Support youth in their development of life skills through market animal projects (Record keeping, teamwork, management, animal evaluation, etc.)
- Engaging youth in reaching meat industry standards by employing ethical management practices to be used in raising project animals.
- To provide leadership opportunities.
- To teach a greater understanding of meat animal evaluation/layer hen evaluation, livestock husbandry, and ethical showmanship.
- Provide incentive and encourage greater participation in livestock projects.
- To establish and enforce rules and regulations for participation in the Pacific County Youth Market Livestock Auction and Show.
- To examine and act upon issues and concerns expressed by the membership.

Section 2.02 The Pacific County Youth Livestock Auction shall work with the Pacific County Fair, WSU 4-H Youth Development Staff, Pacific County 4-H Leaders Committee, Pacific County

FFA advisors and other approved Youth groups in providing and conducting the livestock show and sale program.

## **Article III. Membership**

### **Section 3.01 General Membership Information**

- Anyone with an interest in the advancement of the market animal projects in Pacific County may be affiliated with this group.
- Volunteer leadership is open to all adults regardless of that person's race, color, creed, religion, sex, nationality, disability, ancestry, age, sexual orientation, pregnancy, marital or parental status.
- All Volunteer leaders must pass a WSP background check. If this has been done through a recognized youth organization this will be sufficient. If the Volunteer is outside that scope, the Executive committee will determine if our group incurs those costs.
- Voting members must be enrolled by January 1<sup>st</sup> of each year. Voting will be limited to election of Executive Officers and Special votes brought forth by the Executive Board.
- Parents/Guardians are expected to provide primary project support for their child in carrying out all responsibilities for their project.
- General Members are required to follow all state health rules and the rules set forth in the Pacific County Market Livestock Project Policy.

### **Section 3.02 Youth Members**

- Membership will be open to all youth within the age parameter of an organized youth group in Pacific County that supports livestock husbandry.
- Youth members must be a minimum age of 8 years old as of October 31<sup>st</sup> of the previous year and may continue through the next 4-H/FFA year following their graduation from high school not to extend beyond the age of 19 as of December 31<sup>st</sup> of the enrollment year.
- Youth membership is open to all qualifying youths regardless of that person's race, color, creed, religion, sex, nationality, disability, ancestry, age, sexual orientation, pregnancy, marital or parental status.
- Youth Members are required to follow all state health rules and the rules set forth in the Pacific County Market Livestock Project Policy.

### **Section 3.03 Removal of members**

- Members can be removed by a vote of the Executive Board for the following reasons:
  - Non-participation
  - Unethical quality assurance or behavior
  - No longer representing a membership category or group

## **Article IV. Duties of the Pacific County Youth Livestock Auction General Members**

### **Section 4.01 Duties of the General Membership:**

- General members are responsible for implementing the mission of the organization which is to facilitate opportunities for the youth of the community to learn, earn, and develop responsibility through ethically producing and selling a market livestock project according to established industry standards.
- General members shall follow the Bylaws and Pacific County Market Livestock Show & Auction Policy as established by the organization.
- Members shall help promote youth to market a viable product to gain life experiences, responsibility, and financial entrepreneurial opportunities and to help promote the production of agriculture in Washington State.
- Duties include marketing a viable product to consumers.
- Duties include showcasing youth in a positive and responsible image to members of the community.

## **Article V. Executive Board**

### **Section 5.01 The Executive Board shall consist of:**

- Chairperson
- Vice-Chairperson
- Secretary
- Treasurer
- 1 species representative for each Beef, Swine, Goat, Sheep, Poultry and Rabbit (this position can double as an elected position as well).
- 1 youth species co-representative (This is a voluntary, non-voting position.)
- 1 Pacific County Fair representative
- 1 to 3 Youth Advisors (Number to be determined by Executive Board, based on youth participation.)

### **Section 5.02 Members of the Executive Board shall be elected on a rotating schedule.**

- Chairperson and Secretary elected in even years
- Vice-Chairperson and Treasurer elected in odd years
- Species representatives may be elected/amended at any time to fill a vacant position
- Pacific County Fair will appoint a representative.
- Elections shall take place during the annual meeting to be held close to January 1<sup>st</sup> of each year.
- If any member of the Executive Board cannot fulfill his/her position after being elected, the Executive Board and committee chairs will have the authority to appoint an individual to fill that position until the next annual meeting election.

## **Article VI. Duties of the Pacific County Youth Livestock Auction Executive Board**

Section 6.01 Executive Board members shall actively participate to see that all operations of the group are maintained and operate smoothly. They will make decisions that are in the best interest of the Pacific County Youth Livestock Auction.

### **Section 6.02 Duties of Officers**

- Chairperson -- The principal duties of the chairperson shall be to preside at all the regular and special meetings and to have a general supervision of the affairs of the Pacific County Youth Livestock Auction.
- Vice Chairperson -- The principal duties of the vice-chairperson shall be to discharge the duties of the Chairperson in the event of absence or disability for any cause.
- Secretary -- The principal duties of the secretary shall be to keep a record of Pacific County Youth Livestock Auction's business proceedings of the annual and other special meetings, and to systematically keep all books, papers, records, documents, and correspondence belonging to Pacific County Youth Livestock Auction, or in any way pertaining to the business thereof.
- Treasurer -- The principal duties of the treasurer shall be to keep an account for all moneys, credits, and property of any kind and every nature of Pacific County Youth Livestock Auction which shall come into his/her hands; to keep an accurate account of all monies received and disbursed and proper inventories of monies disbursed and of money and property on hand, and generally of all matters pertaining to this office as shall be required of the organization.
  - Check Signing. All checks, notes, bills of exchange, and other instruments calling for the payment of money which shall be issued by the committee shall be signed by two such officers, treasurer or persons as the committee may designate from time to time.
  - Any funds received by this organization for carrying out its purpose shall not accrue to benefit of individual members.
  - The current Treasurer shall be listed on the checking account along with the current Chairperson and another member of the Executive Board.
  - Shall assist with an annual audit of records, presented to the General membership at the January Annual meeting each year.
  - The Pacific County Youth Livestock Auction shall use the Calendar year as it's Fiscal year.
- Species Representatives – Species representatives shall be responsible for reviewing and enforcing guidelines set forth in the Pacific County Market Livestock Auction Policy. They may also offer educational opportunities for the youth enrolled in that species. They shall report to the committee of progress and/or proposed changes.
- Youth Species Co-Representative – Shall be on hand to assist the Adult Species representative as needed.

- Pacific County Fair Representative – Shall represent the interest of the Pacific County Fair in any activities that takes place on the Pacific County Fair Grounds.
- Youth Group Advisor – Shall represent the interest of the Pacific County Youth groups for all activities that involve the Pacific County Youth Livestock Auction.

## **Article VII. Voting**

### **Section 7.01 General Member voting**

Each eligible member must register prior to January 1<sup>st</sup> of the voting year. Members must submit a registration form to the Secretary. In addition, all adults wishing to have voting rights must be a current member in good standing of Pacific County Youth Livestock Auction.

### **Section 7.02 Youth Member voting**

Each eligible member must register prior to January 1<sup>st</sup> of the voting year. Members must submit a registration form to the Secretary. In addition, all youth members wishing to have voting rights must be a current member in good standing of Pacific County Youth Livestock Auction.

### **Section 7.03 Executive Board Member voting**

For any voting among the Executive Board members, each member will have one vote.

## **Article VIII. Subcommittees**

Section 8.01 Subcommittees shall be formed by the Executive Board to carry on work needed to be done for the organization. Some of the Subcommittees formed may be:

- Publicity/Marketing
- Education/Quality Assurance
- Auction needs – Insurance/Veterinary/Brands
- Tagging/Weigh in
- Fundraising
- Other

## **Article IX. Liability**

Section 9.01 All persons participating in the Pacific County Youth Livestock Auction shall make no claims against the livestock sale committee, it's board members, or Pacific County Fair, for loss, damage or injury to their animal or person for any cause.

## **Article X. Amendments**

### **Section 10.01 Amendments to Bylaws**

- Proposed amendments to these by-laws shall be provided to all General and Youth members at least three (3) weeks prior to the meeting at which a vote is to be taken on the adoption of the proposed amendment.
- The proposed amendment is to read aloud at the special meeting prior to voting.
- A by-law amendment shall be approved by a majority vote of seated voting members in good standing in attendance at the meeting.

### **Section 10.02 Amendments to Pacific County Market Livestock Project Policy**

- The Pacific County Market Livestock Project Policy will be reviewed and updated at the Annual meeting each year.
- Amendment and updates to the Pacific County Market Livestock Project Policy shall be approved by a majority vote of seated voting members in good standing in attendance at the meeting.

## **Article XI. Dissolution**

Section 11.01 In the event of the dissolution of Pacific County Youth Livestock Auction organization, the Executive Board will vote to give proceeds and assets to a Youth organization.