

By Laws of the Rocky Mountain Pygmy Goat Club

ARTICLE I. NAME

The name of this organization shall be ROCKY MOUNTIAN PYGMY GOAT CLUB.

ARTICLE II. ADDRESS

The Address of the organization shall be that of the organization's current secretary.

ARTICLE III. ORGAINIZATION

The organization shall be a non-profit unincorporated association, operating under the laws of the State of Idaho.

ARTICLE IV. OBJECTS AND PURPOSES

The objects and purposes of the organization shall be:

1. To provide information and education to its members and the general public about Pygmy Goats.
2. To provide communication and shared enthusiasm in promoting Pygmy Goats in our area.
3. To sponsor a minimum of one National Pygmy Goat Association (NPGA) sanctioned show per year.

ARTICLE V. FISCAL YEAR

The fiscal year of the association shall be the calendar year, January 1 through December 31 of each year.

ARTICLE VI. MEMBERS/MEMBERSHIPS

- A. Any person interested I the objects and purposes of this organization, regardless of race, creed, etc., is eligible for membership in this organization upon payment of the does set forth below.
- B. This association shall have three (3) classes of membership:
 1. **Individual:** A person over the age of 18 years entitled to cast a single vote.
 2. **Family:** Consisting of members of an immediate family, entitled to cast two votes by persons age 18 or over.
 3. **Junior:** An individual under age 18, having no voting privileges in the association.

ARTICLE II. DUES

- A. Dues for the upcoming year for each of the above identified classes of memberships shall be set at the association's annual meeting.
- B. Dues paid at any time during the year apply only to that fiscal year and shall not be pro-rated.
- C. Payment of dues for membership renewal shall be made to the Treasurer by January 1 of each year. If payment of the dues is not received by that date, membership and all its rights and privileges shall be suspended pending payment.

ARTICLE VIII. MEETINGS

- A. **Regular Business Meetings:** The association's regular business meetings shall be held by-monthly, with the first meeting in January of each year. The next meeting's place, time and date shall be determined at each meeting.
- B. **Special Meetings:** A special meeting of membership for reasons other than those outlined in Article XI, section B, may be held on 10 days' advanced written notice of the date, time, and location of the meeting, and the reason for calling the special meeting.
- C. **Other Meetings:** Meetings of officers, meetings of committees etc., may be held whenever deemed necessary by the officers, committee chairs, etc.
- D. **Annual Meeting:** The annual meeting of the association shall be held in November of each year, or should the bi-monthly meeting dates change in the future, the annual meeting shall be the last regularly scheduled business meeting of the fiscal year.
- E. **Course of Conduct:** All regular business meetings and special meetings shall be conducted pursuant to *Roberts' Rules of Order*.

ARTICLE IX. ELECTIONS

- A. **Nominating Committee.** By September 1 of each year, the current President Shall appoint on officer and two members to serve as a Nominating Committee. The Nominating Committee shall meet in October to secure nominations for the offices of President, Vice-President, Secretary and Treasurer, and a list of all nominees for each office shall be published in the association's newsletter at least two weeks prior to the annual meeting.
- B. **Annual Elections.** The election of the upcoming year's President, Vice-President, Secretary and Treasurer shall be held at the annual meeting.

ARTICLE X. ELECTED OFFICERS/DUTIES OF ELECTED OFFICERS

- A. **Term of Office.** All elected officers will assume office on the first day of the January following their election, and their term of office shall continue to the end of the fiscal year. The offices of President and Vice-President shall be held no longer than two consecutive terms by any one individual. The offices Secretary and Treasurer shall be held no longer than three consecutive terms by any one individual.
- B. **Officer's Participation.** All elected officers will regularly attend the association's meetings and activities, and shall keep apprised of the planning and organization of such activities. For purposes of this section, "regular attendance" shall mean attendance of at least 75% of association's meetings activities, and shows.
- C. **Elected officers and Their Duties.** The elected officers of this association, and those officers' respective duties, shall be:
1. **President,** who shall (1) preside over regular business meetings special meetings, (2) review the monthly Treasurer's report and bank statement; (3) oversee association activities and functions;(4) contact other clubs, NPGA director and judges, Pygmy Goat breeders, and club newsletter editors, as needed for the purpose of advancing the objects and purposes of this association, and (5) make appointments of committee heads officials as needed.
 2. **Vice President,** who shall (1) assume the duties of the President whenever the President is unable to perform his/her duties; and (2) upon request, assist the President in all phases of the President's duties.
 3. **Secretary,** who shall (1) prepare detailed minutes of all business meetings, (2) respond to written correspondence directed to the association and make proper recordings of all association business; (3) maintain files for all association correspondence, minutes, newsletters, by-laws, etc.; and (4) maintain a current list of all members (including addresses and phone numbers) which shall be provided to the membership at least once each year. If the Secretary is unable to attend any business meeting, he/she shall appoint another member to record the minutes.
 4. **Treasurer,** who shall (1) collect all monies due to association and pay all monies authorized to be paid; (2) prepare and maintain records of all the association's financial transactions; (3) prepare a bi-monthly financial statement and give a verbal report of same at each regular business meeting; (4) submit monthly to the President copies of the bank statement for any banc account maintained by the association; (5) assist show secretaries in preparing an accounting for each association-sponsored show; and (6) cooperate with and assist any person or entity who may retained by the association for the purpose of tax, financial or legal consultation.
- D. Should an elected officer fail or refuse to continue his/her duties for any reason, the President may appoint an interim successor to fulfill the balance of that officers term.

ARTICLE XI. VOTING

- A. Items of regular business, including payment of association indebtedness, planning of association activities, and those items not specifically excluded elsewhere in these by-laws, shall be decided by a simple majority vote of those members attending the regular business meeting so long as at least six voting members (including two officers) are in attendance.
- B. Proposed changes or additions to the association's by-laws, and matters which directly and substantially affect the purposes of objectives of the association, must be submitted in writing to all members at least 30 days prior to the anticipated meeting date upon which the matter will be decided (whether that be a regularly scheduled business meeting or a special meeting called to address the specific issue), and a two-thirds (2/3) majority vote of all members eligible to vote who are either in attendance of the noticed meeting OR whose written vote has been received by the association's secretary prior to the date set for the noticed meeting shall be required to decide the issue. Any 30-day notice under this section shall include a complete description of the matter at issue and its foreseen consequences, and the date, time and location of the meeting at which the matter will come to vote.
- C. There shall be no proxy votes.

ARTICLE XII. ASSOCIATION FUNDS

- A. All funds payable to the association shall be deposited to the account of the association and shall be disbursed as needed for expenses and activities so approved by the membership.
- B. All checks and cash withdrawals from the association's account(s) shall be signed by two elected officers.
- C. The membership must authorize in advance any single expenditure in excess of \$100.
 - a. Amended 2009- The membership must authorize in advance any single expenditure in excess of \$25.00

ARTICLE XIII. APPOINTED OFFICIALS

- A. The president may appoint members to carry out duties not performed by elected officers within the organization, which other officials and their include, but are not necessarily limited to the following:
 - 1. **Web Master**, who shall (1) keep and maintain the site after every show and at least once a month, or when a member needs something posted; (2) keeping in mind specific areas of interest: (a) shows and Judges, (b) show results, (c) entry forms, (d) news letter posting, (e) special events, (f) posting of goats, PGCH's, sales, ect...
 - 2. **News Letter Editor**, who shall (1) publish news letter every month as economically as possible; (2) e-mail newsletter to all members active or not; (3) send a hard copy via standard mail service to those members who do not have e-mail; (4) contact Web Master to have posted to web site.
 - 3. **Refreshment Steward**, who shall (1) maintain and keep a club box supplied; (2) be responsible for bringing all refreshment supplies to each

show or club event; (3) set up coffee and refreshment table; (4) maintain a ledger of spending and donations; (5) not to exceed spending allowance of \$25.00 per event for food and beverage items (excluding Saturday night dinner.); (6) actively seek out donations for supplies when ever possible; (7) be responsible for security of money box and monies; (8) store and return all unused food and beverage items to next club event.

4. **Raffle/Auction steward**, who shall (1) set up tables for raffle/auction items; (2) be responsible for maintaining and keeping raffle box supplied; (3) security of monies and ticket sales; (4) keeping track of auction bidders and collection of auction monies; (5) maintain a ledger of spending and donations; (6) turn all proceeds with itemized list over to the treasurer at the end of raffle/auction; (7) not to exceed spending allowance of \$25.00 per show season for raffle/auction supplies.
5. **Club Historian**, who shall (1) maintain binders or files of club events, newsletters, club documents, meeting minutes, ect... (2) bring said files to club shows for display.
6. **Club Photographer**, who shall (1) maintain club photo album; (2) bring photo album to club shows for display; (3) take photos of club events, members and animals to be posted in photo album; (4) take photos and keep track of Champions; (5) provide show secretary, champion photos for Memo entry.
7. **Ring Steward**, who shall (1) maintain correct exhibitor numbers at ring side; (2) keep classes correct and organized; (3) maintaining smooth flow at entry gate; (4) announcement of classes; (5) ensure a correct championship line up for the judge; (6) ensure that ribbons and trophies are handed out at the end of each class or champion line up.
8. **Youth Director**, who shall (1) get youth involved in club events; (2) provide education materials and training for youth; (3) be a liaison between 4-h, FFA and the community, (both youth and leaders); (4) establish demonstration and training seminars for education of youth.

- B. Any such official so appointed by the President shall serve at the pleasure of the President for so long as he/she is willing to do so and the association is satisfied with his/her performance.

ARTICLE XIV. LIABILITY INSURANCE

- A. The association shall procure and maintain at all times a policy of liability insurance covering it's activities in an amount reasonable sufficient to protect the interest of the association and the individual interest of it's members.

ARTICLE XVI. DISSOLUTION

- A. This association may be dissolved at any time upon written approval of two-thirds (2/3) of all members eligible to vote. Upon dissolution, after payment of all debts and liabilities of the association, any remaining funds or assets shall be transferred to the State of Idaho 4-H programs, with the designation that the monies be used for promotion of Pygmy Goats.

Code of Conduct amended into the RMPGC by-laws, May 1, 2010 by unanimous vote. Acting club officers, President- Scott Colwell, Vice-President- Dave McEwen, Treasurer- Jim Dowdy, Secretary- Angie Murphy.

CODE OF CONDUCT

With being a member of Rocky Mountain Pygmy Goat Club or non-member involved in any club event, comes rights and responsibilities to yourself, your peers, and the club in general.

MEMBERS HAVE A RIGHT TO :

- . Be treated fairly, equally and with respect by the club, its committee and its members.
- . Learn and socialize in an environment free from all forms of harassment and discrimination.

MEMBERS HAVE A RESPONSIBILITY TO:

- . Refrain from hostile, negative, disruptive, and destructive behavior that affects the club or its membership.
- . Treat other club members fairly, equally and with respect.
- . Behave responsibly.
- . Not be under the influence of alcohol or illegal drugs during show time.
- . Not use offensive language or suggestions. (Swearing, gestures ect.)
- . Maintain the harmony and good name of our club and its members, within the club and outside in the community.
- . Abide by and uphold our By-laws and Code of Conduct.

BREACH OF THE CLUB CODE OF CONDUCT:

- . Conflict brought about by any breach of the club "Code of Conduct" by any club member or non-member attending a club event, will be investigated and resolved by the COC committee/club officers.
- . Any finding or punishment for breach of conduct will be enforced for the period of one (1) year by probation.
- . A second breach of the club "Code of Conduct" while on probation, will result in permanent dismissal and revocation of club membership and attendance to any future event sponsored by the club.
- . After a member or non-member has completed a one (1) year probation period without any further disciplinary action, that person will be fully reinstated.

GRIEVANCE:

- . Any grievance must be brought to the attention of the COC committee/club officers in a timely manner (within 30 days).
- . Grievance must be in writing, with proof when possible (not hearsay). Written statements by accuser and witnesses will be considered.
- . If a grievance is against a club officer, that officer must be released from the COC committee due to a conflict of interest and another club member may be appointed in his/her place.
- . The accuser will have the burden of proof to the committee.
- . The accused will have the right to defend him/her self to the committee.
- . A meeting will be arranged between individuals involved in hopes of coming to a speedy conclusion of grievance, as long as both parties are willing.

Rocky Mountain Pygmy Goat Club is a social, non-profit organization based on showing, education and demonstration of Pygmy Goats. We urge all members to develop and maintain their knowledge and showing skills of Pygmy Goats by regularly attending shows, club meetings, events and involving themselves in educational and learning opportunities sponsored by the club.

Let it be understood, that I, for myself and my family members, agree that my entry and/or attendance in any RMPGC event, is mine and my family members willingness to abide by and be governed by the Club Code of Conduct, it's By-laws and event rules.

On _____, 1996, these By-Laws were approved by two thirds of the association's membership eligible to vote, and they became immediately effective.

Rocky Mountain Pygmy Goat Club

By: _____, Secretary