

NORTH CAROLINA JUNIOR HEREFORD ASSOCIATION BY-LAWS

ARTICLE I: Name

The name of the organization shall be the North Carolina Junior Hereford Association (NCJHA).

ARTICLE II: Purpose

To provide an effective organization whereby juniors interested in Hereford cattle can join together for mutual assistance and promotion of Hereford cattle as well as the beef industry as a whole, to promote a comprehensive program to benefit its members, to contribute to the popularity of Hereford cattle, to cultivate and develop youth leaders through the promotion and activities associated with Hereford cattle. The NCJHA will be under the North Carolina Hereford Association's (NCHA) direction.

ARTICLE III: Membership

Section 1: Any boy or girl 5 years of age to 21 years of age on January 1 of the current year may be a member.

Section 2: Members are expected to be active, and to give full support to the affairs of the association.

Section 3: Dues will be due annually at the annual meeting of the NCHA, with a final deadline of April 1 of the current year.

Article IV: Code of Conduct

Section 1: Members are expected to conduct themselves in a positive manner, representative of the NCHA and the cattle industry.

- A.** Conduct one's self in a courteous, respectful manner, use appropriate language, exhibit good sportsmanship and act as a positive role model.
- B.** Adhere to program rules, curfews, dress code, policies and guidelines;
- C.** Fully participate in schedule activities and contests;
- D.** Respect other's property and privacy rights;
- E.** Apply rules of safety to individuals, groups and property;
- F.** Accept personal responsibility for behavior.

Section 2: The following behaviors will not be tolerated:

A. Illegal behaviors including the possession or use of alcohol or illegal drugs; stolen goods; weapons; and fireworks

B. Sexual, physical or verbal abuse.

Section 3: Failure of a NCJHA member to comply with the Code of Conduct will result in disciplinary action as deemed appropriate by the NCJHA Grievance Committee.

ARTICLE V: Officers

Section 1: Elections will be held each year at a meeting of the junior membership at the NCHA Annual Meeting.

Section 2: Term of office shall be one year, beginning at the annual meeting.

A. Officers must have been a member in good standing with the NCJHA for a minimum of 1 year.

B. Officers shall be no younger than 12 years of age or older than 21 years of age January 1.

C. Officers elected the previous year that turn 22 on January 1 will be allowed to complete their term ending at the NCHA Annual meeting.

Section 3: Selection of Officers

A. The nominating committee (consisting of the executive board) will select a proposed slate of officers prior to the NCHA Annual Meeting. Additional nominations can be made from the floor by the junior membership at the meeting.

B. Voting will be done by ballot at the junior meeting held in conjunction with the NCHA Annual Meeting.

C. No form of proxy voting will be allowed.

Section 4: Removal from office will be mandatory in the following situation:

A. Moving out of state (permanently);

B. Failure to attend without just cause three consecutive meetings;

C. Failure to comply with Code of Conduct.

Section 5: Officers are required to maintain a record of their office and to pass it on to the incoming officer at the end of term.

Section 6: President:

A. Call, arrange, and prepare agenda for all meetings;

- B. Preside and conduct business at all meetings according to parliamentary procedure;
- C. Appoint committee chairmen;
- D. Shall be ex-officio, a member of all committees.
- E. Make appointments to fill vacancies with the approval of the NCJHA Executive Board and Advisors.
- F. Present a record of activities at the annual meeting of the North Carolina Hereford Association and other meetings of the NCHA as requested.
- G. Serve as member of the Executive Board for one year following the expiration of his/her term as long as not 22 years of age January 1.
- H. Act as member of the Grievance Committee.
- I. Assist NCJHA Advisors in any manner asked to do so
- J. Send out communications by email/text/mail as directed by the advisors

Section 7: Vice-President

- A. Serve in the absence of the president
- B. Keep in touch with all committees and their progress and report this information to the president.
- C. Perform other such duties as the president may assign.
- D. Learn parliamentary procedure.
- E. Submit yearly calendar of events.

Section 8: Secretary/Treasurer

- A. Take sufficient notes to write accurate minutes of the meetings. Minutes should include: a record of members present, all topics discussed, and principle motions. All notes should be recorded.
- B. Read the minutes at meeting.
- C. Prepare and send out minutes to juniors, advisors, and other officers after each meeting.
- D. Keep official records of association activities.
- E. Preside at meetings in the absence of the president and vice-president.
- F. Write letters as required.

- G. Provide financial report to the membership at meetings
- H. Keep record of membership current.
- I. Serve on the ways and means committee (See Article VII).

Section 9: Reporter

- A. Publicize all important events, programs, news articles, pictures, and activities pertaining to the association.
- B. Provide information on activities to be posted on the website or via social media

Section 10: North Carolina Junior Beef Roundup (NCJBR) Committee Representatives:

- A. Two member representatives and one adult representative will be elected to represent NCJHA.
- B. Committee members must assist the coordinators of the NCJBR including:
 - 1. Confirming all Exhibitors of Hereford Cattle at the NCJBR are NCJHA members;
 - 2. Collecting dues from all Hereford exhibitors who are not current members.

Section 11: The NCJHA Executive Board shall be composed of the following officers: President, Vice President, Secretary/Treasurer, Reporter, Past President and NCJHA Advisors.

ARTICLE VI: Adult Advisors

- A. The NCHA (Adult Association) Board of Directors shall appoint the advisors to the NCJHA.
- B. Advisors will be responsible for working with the NCJHA executive committee, the NCHA, and the National Junior Hereford Association to coordinate junior activities.
- C. The Adult Advisors will be responsible for maintaining the NCJHA monies in a checking account that will be available to the NCHA board for review at their discretion.
- D. The Adult Advisors will be the contact liaisons between the NCJHA and the Director of Youth Activities for the National Junior Hereford Association.
- E. The Adult Advisors will work with the Secretary/Treasurer to collect dues, maintain a membership list, and provide an annual budget at the State Sale meeting.

ARTICLE VII: Committees:

There shall be the following standing committees

Section 1: Ways and Means Committee:

- A. The purpose of this committee is fundraising.
- B. The Secretary/Treasurer and Adult Advisors shall serve on this committee.
- C. This committee should prepare a budget for the year for approval at the annual meeting.

Section 2: Grievance Committee;

- A. Shall consist of NJHA President and the NCJHA Advisors;
- B. Investigate any grievance, misbehavior, or violation of the code of conduct of any member brought before the committee;
- C. Have the right to determine appropriate action if any for the grievance.
- D. Members may appeal actions taken by the Grievance Committee by presenting a letter in writing to the NCJHA Advisors and the NCHA Director Junior Association Liaison. Any final appeal will be to the NCHA Board President and Vice-President.

Article VIII: Voting

Section 1: Motions and business at NCJHA meetings.

- A. All active (dues paid) members of NCJHA will have one vote on all matters brought before the association.
- B. Voting will be done in person by members present.
- C. Any called or planned meeting with at least 5 members and an advisor present can make decisions.

ARTICLE IX: Amendments

Section 1: A proposed amendment must be presented to and passed by the NCJHA Executive Board before being presented to the NCHA membership for 30 days prior to adoption at the NCHA Annual Meeting.

Section 2: These By-Laws may be amended at the Annual Meeting of the NCHA by two-thirds vote of NCHA members present.

Adopted February 24, 2018