

# **Bylaws**

## **ARTICLE I - NAME**

- a. The name of this club shall be the: BAY AREA PYGMY GOAT CLUB.

## **ARTICLE II - OBJECT AND PURPOSE**

- b. The Bay Area Pygmy Goat Club (BAPGC) is a National Pygmy Goat Association (NPGA) affiliated Club
- c. Non-profit club to promote and preserve the shared enthusiasm, communication, and ethical behavior among pygmy goat breeders, owners, and exhibitors.
- d. To provide information and education to its members and the general public.
- e. To sponsor a minimum of one NPGA sanctioned pygmy goat show per year.

## **ARTICLE III - MEMBERSHIP**

- f. Any person/household interested in the purpose of this club is eligible for membership regardless of race, creed, etc.
- g. The membership period is between January 1st and December 31st
- h. A membership shall be any person/household paying dues to the club.
- i. A membership entitles the holder to:
  - i. A copy of the club By-Laws
  - ii. Be listed on club website and to have club website linked to personal website.
  - iii. Free classified ads on the club web site (30 day limit) for goat related items only.
  - iv. Single memberships are entitled to one vote and a free tack pen at designated club sponsored shows where available.
  - v. Family memberships are entitled to two votes and a free tack pen at designated club sponsored shows where available.
- j. Dues
  - i. The club shall have 2 levels of membership:
    - 1. Individual: \$20.00 for the first year, one vote, can hold office. \$15.00 each following year, provided membership is renewed by January 31st.
    - 2. Family: \$30.00 a year, 2 votes, can hold office. \$20.00 each following year, provided membership is renewed by January 31st.
- k. Dues Deadlines
  - i. A member's membership will be considered as lapsed and automatically terminated if such member's dues remain unpaid by January 31 of the current year.
- l. Any member may be reprimanded for any action that is deemed unethical or detrimental to the proper function and purpose of the Club by a majority vote of the Board, which may include removal from the Club. Any reprimand or removal would require diligent investigation by the Board and would insure the individual being investigated would have an opportunity to respond to all allegations brought against him/her.

## **ARTICLE IV - MEETINGS**

- m. Club meetings shall be held four times per year starting each year in January (weather permitting), April, July and November. The next meeting place, time, and date to be determined at the current meeting.
- n. Meetings of the Association or its Executive Committee may be called by the President or by a majority vote of the Executive Committee. Such meetings shall be held at a place, date and hour as may be designated by the initiator(s).

- i. Written notice of any such meeting shall be furnished to all members by either the Secretary or by Association newsletter, at least fifteen days prior to such meeting
- o. Nominations and elections for officers shall be held at the July meeting each year
- p. Notice of agenda items requiring membership voting must be mailed, or otherwise submitted, to membership at least 30 days before the business meeting. Matters concerning club business require a majority vote of the membership attending the business meeting or submitting a legal proxy.
- q. The published 30 day notice requirement can be bypassed should the Executive Committee decide that emergency action is required by the membership.

#### **ARTICLE V - EXECUTIVE COMMITTEE**

- r. The Executive Committee will consist of the President, Vice-President, Secretary, Treasurer, Youth Coordinator, and Membership Coordinator.
- s. Each executive officer will be elected by the voting membership to serve a one year term.
  - i. There are no limitations on consecutive terms,
- t. The Executive Committee shall monitor and administer the objectives of these By-Laws and any other member-approved procedures.
- u. The Executive Committee shall prepare a list of judges yearly to present to the membership for voting
  - i. The Executive Committee shall tally votes given on the list of judges and report this information to the membership of the Club

#### **ARTICLE VI - OFFICERS**

- v. In addition to the responsibilities listed below, the officers shall perform all other related responsibilities included in the club Rules & Regulations.
- w. President
  - i. Shall preside at all meetings of the members and of the Executive Committee
  - ii. Shall have general supervision, direction and control of the business of the Association
- x. Vice-President
  - i. Shall assume the duties of the President whenever the President is unable to perform duties.
  - ii. Shall perform such other duties as assigned by either the President or the Executive Committee.
- y. Secretary
  - i. Shall prepare detailed minutes of all business meetings.
  - ii. Shall respond to club written correspondence and make proper recordings of all club business.
- z. Treasurer
  - i. Shall receive, receipt for, and keep all monies or other credits coming to or belonging to the Bay Area Pygmy Goat Club
  - ii. Shall prepare and maintain records of all financial transactions.
    - 1. Shall make detailed reports thereof to the members and/or the Executive Committee whenever called for
  - iii. Shall receive entries and checks for all BAPGC shows and generate the showbill
- aa. Youth Coordinator
  - i. Shall be responsible for coordinating youth activities, including, but not limited to youth shows sanctioned by the NPGA and sponsored by the BAPGC
- bb. Membership Coordinator
  - 1. The Membership Officer shall be a club member in good standing for the duration of their term.
  - ii. Shall keep an up to date membership list.
  - iii. Shall be responsible for receiving all membership dues and forwarding these to the Treasurer for deposit.
  - iv. Shall supply an up to date, current, and complete Membership to the Treasurer when submitting dues funds.

## **ARTICLE VII - OTHER CLUB OFFICIALS**

- cc. In addition to the responsibilities listed below, the other club officials shall perform all other related responsibilities included in the club Rules & Regulations.
- dd. Show Chair
  - i. Shall preside over designated club goat show with duties including:
    - 1. Assigns pens at shows (when necessary)
    - 2. Checks in exhibitors
    - 3. Records class and champion placings
    - 4. Submits results to MEMO, and to the club Webmaster
  - ii. Major changes regarding judges and show must be authorized by Executive Committee.
- ee. Webmaster
  - i. Shall maintain and update the website at least twice monthly.
  - ii. Create pages and sections as requested and approved by the Board.
    - 1. Content to include:
      - a. Club sponsored show information with downloadable showbills
      - b. Membership information
      - c. Downloadable Membership application
      - d. A current copy of the Bylaws
      - e. A current Club Membership list
      - f. A Sales Page for Club member classified ads
      - g. A Club Show Champions Page.
    - 2. Shall be responsible for seeing that the web hosting is renewed on time. Shall submit a receipt to the Treasurer for reimbursement or a statement from the website host as expenses occur.
    - 3. If the majority of the Board finds the Webmaster is not performing his/her duties adequately (s)he may be replaced by a majority vote of the Board Officers.

## **ARTICLE VIII - COMMITTEES**

- ff. Committees may be formed and Chairpersons appointed by a Majority vote of the Board as needs arise.
- gg. Committees may be dissolved by a majority vote of the Board when the need no longer exists
- hh. The Show Coordination Committee is responsible for managing the Club's shows for the year, and duties include:
  - i. Shall set show dates according to club vote and Bylaws rules.
  - ii. Shall file sanctions before the 60 day deadline.
  - iii. Shall procure the facility, including payment of rental.
  - iv. Shall procure the judges as a collaborative decision with the individual show secretaries. Sees to the Judge's travel and lodging and payment of judging fees and expenses as per Judge's Contract

## **ARTICLE IX - MAJORITY VOTE**

- ii. Action agenda items will require a simple majority vote of all members present at regular business meeting and of proxies submitted by members as follows:
  - i. Member must have been a member of the Bay Area Pygmy Goat Club at least 1 year.
  - ii. Member has attended 50% of meetings held in last 12 months, including the meeting previous to the meeting in which the proxy is to be used.
  - iii. Proxy must be a "yes" or "no" vote on a clearly-identified and specific agenda item only.

- iv. Signed proxy must be received by Secretary at least 24 hours before the meeting in which proxy is to be used.
- jj. Policy/Amendment changes will require notification to all membership and a majority vote of all responding members.

#### **ARTICLE X - CLUB SPONSORED SHOWS**

- kk. The Club may sponsor any number of shows each year. The number of shows, locations, dates and fees can be changed at any time by the majority vote of the membership.
- ll. Exhibitors shall review the updated Show Rules and Regulations, as posted by the National Pygmy Goat Association (NPGA) prior to entering any Bay Area Pygmy Goat Club show.
- mm. Exhibitors shall review, and agree to, the Code of Ethics, as posted by the National Pygmy Goat Association (NPGA) prior to entering any Bay Area Pygmy Goat Club show.

#### **ARTICLE XI - FUNDS**

- nn. All funds shall be deposited to the account of the Bay Area Pygmy Goat Club and shall be disbursed as needed for the expenses and activities so voted by the membership.
- oo. All checks and cash withdrawals from the account shall be signed by the Treasurer and either the President or Vice President.
- pp. \$100.00 maximum for Treasurer; Executive Committee to authorize any amount in excess of \$100.00.

#### **ARTICLE XII - LIABILITY**

- qq. Club members agree not to hold the Bay Area Pygmy Goat Club, its members, and its officers liable for any loss or injury of any kind while participating in any club functions or conducting any club business.

#### **ARTICLE XIII - DISSOLUTION**

- rr. The club may be dissolved at anytime by the written consent of not less that two-thirds (2/3) of the membership. Upon dissolution, after payment of all debts and liabilities of the club, any remaining assets shall be transferred to the National Pygmy Goat Association (NPGA).

#### **ARTICLE XIV - MISCELLANEOUS**

- ss. "Roberts Rules of Order" shall serve as a general guide for all meetings and business transactions not otherwise specified in the By-laws
- tt. Members may from time to time adopt such Rules and Regulations and such Procedures as it may deem advisable, not inconsistent with these By-Laws.
- uu. These Bylaws may be amended by a majority vote of the members present at any membership meeting. Notice of any proposed change must be furnished to all members of the Association by the Secretary or Association Newsletter at least fifteen days prior to any such meeting.

Approved and adopted July 10, 2017.  
Amended July 17, 2017.