

MIDWEST GOAT PRODUCERS
BY-LAWS

ARTICLE I: MEMBERSHIP DUES

1. Membership shall be open to any person. Membership shall be by individual or family (family consist of a man and wife, or parents and all children under the age of 25 still attending school).
2. The membership dues shall be determined by the board and payable by January 1st.
3. Initial membership dues shall be payable at the time of joining.

ARTICLE II: ELECTION OF OFFICERS & DIRECTORS

1. Eligibility to hold an office or directorship shall be limited to persons who have been members in good standing for at least six consecutive months.
2. The members of the Board shall be those persons who currently serve; drawing lots for four 1-year terms, four 2-year terms and four 3-year terms. The term of a director shall be three (3) years as elected each year thereafter.
3. Should a vacancy occur in the office of the President, the Vice-President shall fill the unexpired term.
4. Should a vacancy occur in any other elected position, among the officers, the President shall appoint a member subject to the approval of the Board of Directors to serve until the next election.
5. No person shall hold more than one elective position at one time.

ARTICLE III: DUTIES OF OFFICERS, DIRECTORS, & BOARD OF DIRECTORS

1. PRESIDENT:
 - a. Preside at all meetings of the members and board of directors.
 - b. Appoint the Chair of all standing and special committees.
 - c. Call for regular committee reports and see that all committees function properly.
 - d. Make appointments to vacated offices or to those not filled by nomination as prescribed by these By-laws.
 - e. Impartially enforce these By-Laws.
 - f. Represent and act for this organization in matters not otherwise provided for.
2. VICE-PRESIDENT:
 - a. Occupy the position and perform the duties of the President when for any reason the President is unable to perform such duties.
 - b. Act as liaison with other organizations.
 - c. Serve as initial hearing officer in complaint procedures.
3. SECRETARY
 - a. Keep accurate minutes of all meetings of the membership and the Board of Directors.
 - b. Conduct the correspondence of this organization.
 - c. Keep an up-to-date roster of the membership.
 - d. Notify all members of all membership meetings.
 - e. Maintain a permanent file of all minutes, and correspondence of the Midwest Goat Producers, and pass them onto the newly elected Secretary when the Secretary's term expires.
4. TREASURER
 - a. Receive and have custody of general funds and disburse them as authorized by the Board of Directors.
 - b. Keep an accurate record of all receipts and disbursements of funds.
 - c. Submit a full financial report of the association at the annual membership meeting.
 - d. Maintain a permanent file of all financial records, and pass them onto the newly elected Treasurer when the Treasurer's term expires.
5. DIRECTORS
 - a. Act as a liaison between members in their geographic area.
 - b. Serve on the Board of Directors.
6. BOARD OF DIRECTORS

- a. Elect the officers of President, Vice-President, Secretary, and Treasurer each year after the election of directors.
 - b. Act on behalf of the membership in determining policy and overseeing the ongoing functions of the Midwest Goat Producers. The Board must take all actions determined by the majority vote of the membership present at any annual or special meeting.
 - c. Setup the time and place of board of Directors meetings by majority vote.
 - d. Assign the responsibility for such tasks as are necessary to permit the Midwest Goat Producers to carry out its objectives.
 - e. Ratify or reject, at its next meeting, any actions taken on its behalf by the Executive Board.
7. EXECUTIVE BOARD
- a. Shall be responsible for the routine business transactions between Board of Director meetings.

ARTICLE IV: COMMITTEES

Committees shall be designated by a majority vote of the Board of Directors. The Chair of the committee is responsible for producing what is required of the committee in the time specified by the President. The Chair is also responsible for forming the committee either by asking for volunteers or by appointing members.

ARTICLE V: VOTING PRIVILEGES AND QUORUM

1. General Membership
 - a. Each membership is entitled to one vote.
 - b. A simple majority of votes cast by members present shall rule except for amendments to the Constitution.
 - c. Ten percent of the membership or a minimum of 10 members shall constitute a quorum to conduct business at any membership meeting.
2. Board of Directors:
 - a. Each member of the Board of Directors shall be entitled to cast one vote except the President who may vote only to break a tie in Board matters.
 - b. General members may attend Board meetings but may be limited in participation and are not entitled to vote at Board meetings.
 - c. A quorum shall be deemed to exist when at least 7 Board members are present.
3. Executive Board
 - a. Each of the 3 members of the Executive Board is entitled to one vote. The President may only vote to break a tie.
 - b. No Actions shall be taken by the Executive Board except by majority consent of its members.

ARTICLE VII: SPECIAL MEETINGS

Special meetings of the general membership may be called by forty percent (40%) of the membership or a majority of the Board of Directors.

ARTICLE VIII: PROCEDURES FOR MEETINGS

1. "Robert's Rules of Order-Revised" shall be the authority on all question of parliamentary law.
2. The regular order of business, unless otherwise agreed, shall be; roll call, reading and approval of minutes, treasurer's report, correspondence, reports from committees, old business, new business, general discussion, and adjournment.
3. The Secretary shall inform the membership of the agenda of the Fall and Spring meetings or any special membership meeting, including any proposed amendments to the constitution or By-Laws, at least 15 days prior to said meeting

ARTICLE IX: AMENDMENTS

The By-Laws may be amended by a simple majority of the votes cast by the membership either present at a membership meeting or by mail ballots received by a specified date, provided that all members are notified in writing of the proposed amendments at least 30 days before they are voted upon.