

# Cleveland Livestock Show Policies

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## **Article I. Name**

The name of the Association shall be "Cleveland Livestock Show". The terms "Cleveland Livestock Show", "CLS", and the "Association" may also be used in the ordinary conduct of business and the advertising of the Association.

## **Article II. Purpose**

Section 1. The Cleveland Livestock Show was organized for charitable, educational, and scientific purposes to encourage/promote breeding, raising, and marketing in the livestock and agricultural industry. We purpose to produce the finest farm products, and livestock while promoting/maintaining research through our vast educational programs in Liberty County. The funds of the Cleveland Livestock Show are used exclusively to meet necessary expenses for its upkeep, and operational expenses, and for furthering the purposes of the organization. Based on our show policy, all funds are to be used in the same fiscal year in which the monies are earned/raised. In addition to the aforementioned policy, CLS reserves the right to use the excess of its revenue for expenses deemed appropriate including but not limited to grants, scholarships, special programs, and funding for capital expansion/improvements in support of future growth/development.

Section 2. The Date of the show shall be in the month of April. This date is subject to State testing dates and/or other conflicts. The voting board members may vote to adjust the date of the show as needed.

## **Article III. Memberships**

Section 1. Membership shall be open to any reputable person, business, or corporation in accordance with the purpose of the organization. All who are willing to cooperate in the accomplishment of its purpose are voted in by the majority of the voting board members at a general meeting.

Section 2. No member shall be liable in any manner for any expense or other indebtedness of this organization with the exception of membership fees.

Section 3. Annual membership fees shall be \$50 and shall cover a period and voting rights from October 1 through September 30 and will be due to the treasurer by the meeting immediately following October 1, to have voting rights for the fiscal year. Board members may join after this date without voting rights. FEES ARE NON-REFUNDABLE.

Section 4. Any board member who misses 3 consecutive meetings without notifying the board president of extenuating circumstances shall be removed from the membership roll of a member in good standing. Any reinstatement must go before the voting board members at a general meeting.

# Cleveland Livestock Show Policies

## Article IV. Membership Meetings

Section 1. The board will hold regularly scheduled meetings once a month during the following months/meetings will be designated in the Cleveland Livestock Show Policies as below all meetings will be held at Stancil Park:

- January (General Meeting)
  - held upon completion of Pig/Lamb/Goat Tag In on the 2<sup>nd</sup> Tuesday of the month
- February (General Meeting)
- March (General Meeting)
- April (General Meeting/Rule Changes/Set Show Dates for next year)
- May (General Meeting/Rule Changes/Set Show Dates for next year)
- August (General Meeting/Officer Elections 3<sup>rd</sup> Thursday of month/set annual meetings)
- September (General Meeting)
- October (General Meeting/Membership fees due)
- November (General Meeting)
  - held upon completion of the Cattle Tag In on the 2<sup>nd</sup> Tuesday of the month

The board will not plan to hold meetings during the following months:

- June (No Meeting Scheduled)
- July (No Meeting Scheduled)
- December (No Meeting Scheduled)

### **REFER TO CLS POLICIES FOR MEETING DATES**

Section 2. Business requiring attention between general meetings will be conducted using the GroupMe App (alias: Cleveland Livestock Show Board) by the voting board members.

Section 3. Reminders of general meetings shall be sent out in the GroupMe App (alias: Cleveland Livestock Show Board) by the Secretary or President to all members in good standing at least two days prior to the date of the meetings.

Section 4. A quorum shall be 50% of the voting board members to transact business.

Section 5. Each voting board member in good standing shall be entitled to one vote on any business matter presented at a general meeting. In addition, shall also have the privilege of voting on matters of timely importance.

Section 6. All meetings will be conducted using parliamentary procedure according to the Parliamentary Guide for FFA by Jarrell D. Gray.

Section 7. The Order of Business at all meetings shall consist of:

- Call to order by the Presiding Officer
- Invocation
- Reading/Approval of the Minutes of previous meeting(s)
- Reading/Approval of Treasurer's Report
- Officer reports
- Unfinished business
- Committee Reports
- New Business
- Adjourn

# Cleveland Livestock Show Policies

Section 8. The minutes of the Association shall be kept in a bound minute book and shall be signed by the President and Secretary when they have been approved. Copies of minutes will be filed in "President's File."

## **Article V. Elected Officials/Governing Body**

Section 1. Officers: There shall be 7 elected officers for the Board of the Association. These positions shall be:

- 1) President
- 2) Vice President
- 3) Secretary
- 4) Co-Treasurer 1
- 5) Co-Treasurer 2
- 6) Co-General Livestock Director 1
- 7) Co-General Livestock Director 2

All positions will be selected by the voting board members nominated from the floor during the required election meeting (Aug). They shall serve two-year terms and may be re-elected to their offices according to Article VI. The Vice President, Treasurer 1, and General Livestock Director 2 shall be elected in odd years; while the President, Secretary, Treasurer 2, and General Livestock Director 1 shall be elected in even years.

## **Article VI. Qualifications of Elected Officials/Governing Body**

Section 1. To be eligible to hold any office, proposed candidates should be knowledgeable of the requisites and policies of the Cleveland Livestock Show, which establish its purpose. They shall be voting members of the Association in good standing, and willing to serve if elected, in addition to meeting the specific minimum qualifications of the offices for which they are candidates.

Section 2. The president shall be limited to 2 consecutive 2-year terms. Previously elected Presidents are eligible for re-election after a minimum of 1 year has passed.

Section 3. The vice president shall be limited to 2 consecutive 2 year terms. Previously elected Vice Presidents are eligible for re-election after a minimum of 1 year has passed.

Section 4. A proposed candidate for the office of Secretary shall have demonstrated competence and experience in secretarial and other clerical duties.

Section 5. A proposed candidate for the office of Treasurer shall have demonstrated competence and experience in financial and clerical duties. An outside audit should be done on the financials every three years.

Section 6. A proposed candidate for the office of General Livestock Director shall have demonstrated

# Cleveland Livestock Show Policies

competence and experience in the rules of the livestock show.

## **Article VII. Duties of Officers**

Section 1. The duties of various officers of this Association shall be those usually performed by corresponding officers of similar organizations.

Section 2. The President shall preside at all meetings of the association. In the event of the absence of the President at any meeting, the Vice-President will preside. The President shall consult with the Vice President regarding the appointments of Chairs or co-chairs for any committees deemed necessary to carry out the programs of the Association, all such appointments to be approved by the voting board members. The President shall inform the Vice President of any persons who are not currently in payment of membership fees or other financial obligations to the Association and who are therefore ineligible for consideration as officers. Duties of the various committees shall be outlined and prescribed by the President of the Association.

Section 3. The President shall make a report of the year's activities at the annual membership meeting.

Section 4. The Vice President shall propose, in consultation with the President of the Association, Chairs for all committees within their designated areas of responsibility. The voting board members shall have the privilege of approving all proposed committee Chairs before any such appointments are made.

Section 5. The Vice President shall serve as ex-officio members of all committees within their designated areas of responsibility. They shall verify that committee members and workers proposed by the committee Chairs under their supervision are in good standing with the Association, whether those proposed are members or not.

Section 6. The Secretary will keep the meeting minutes of the Association. Minutes of Meetings Should be typed for approval and signed by the President and Secretary when they have been approved.

Section 7. The treasurer will keep a book of accounts utilizing a system generally approved and used by fair associations, giving a proper account of receipts and disbursements.

Section 8. All contracts or other financial obligations pertaining to the general business of the Association shall be approved by the voting board members and signed by the President and Treasurer before such contracts shall be effective or such other financial obligations shall be incurred.

Section 9. Contracts pertaining to authorized activities of the Association may be executed by the committee Chairs involved, provided, however, that they shall have first secured the concurrence of the members of their committees and the approval of the voting board members.

## **Article VIII. Committees**

# Cleveland Livestock Show Policies

Section 1. All committees of the Cleveland Livestock Show shall be composed of a Chair or co-chairs and members. Additional workers may be chosen to assist these members in carrying out committee responsibilities.

Section 2. Committee Chairs shall be members in good standing of the Cleveland Livestock Show (does not have to be a paid voting board member), and willing to carry out the activities of the committee.

Section 3. The President shall consult with the Vice-President regarding the appointments of Chairs for any committees deemed necessary to carry out the programs of the Association, all such appointments to be approved by the voting board members

Section 4. Committee Chairs shall have the privilege of selecting the members of their committees, provided, however, that the approval of the Vice President having designated responsibility for the committees shall have first been secured. All committee members shall be members in good standing of the Cleveland Livestock Show (does not have to be a paid voting board member), and willing to carry out the activities of the committee.

Section 5. Any proposed rule changes shall be submitted to the Cleveland Livestock Show, "Recommended to be submitted to the committee chair", in writing and voted on by the voting board members during the Rule Change meetings. (Apr-May)

Section 6. All persons or business entities invited to participate in Cleveland Livestock Show activities must be in good standing with the Association or approved by the voting board members. Committee Chairs shall verify that only persons in good standing with the Association are invited or solicited for contributions, advertising, sponsorship, project sale bids, or payments of other kinds connected with their committees.

## **Article X. Fiscal Year and Audits**

Section 1. The fiscal year of the Association shall begin on Jan 1 and end on Dec 31 of the same year.

Section 2. The financial records of the Association shall be made available to all voting board members at the general meeting and shall be reviewed by a third party annually (Annual Income Tax Filing). The findings of this review shall be presented at the next board meeting. Outside Audit, other than taxes, every three years.

## **Article XI. Dissolution**

Section 1. This Association may be dissolved upon adoption of a resolution approved by a majority of the members present at a regular or called meeting, provided that specific notice of such proposed dissolution has been emailed and texted to the entire membership in good standing at least twelve days prior to the meeting.

Section 2. Upon such dissolution, the assets of the Association shall be distributed to other

# Cleveland Livestock Show Policies

non-profit, charitable agencies, or local governmental agencies for purposes similar to those of this Association, all in accordance with the provisions of the Texas Nonprofit Corporation Act.

## **Article XII. Parliamentary Authority**

Section 1. Meetings and business shall be conducted using the format and direction of parliamentary procedure as found in the current edition of Jarrell D. Gray's "Parliamentary Guide for FFA."

Section 2. The rules contained in the current edition of Robert's Rules of Order, Newly Revised shall govern the Association in all cases to which they are applicable and, in which they are not inconsistent with these bylaws, and any special rules of order the Association may adopt.

## **Article XIII. Amendment of Bylaw**

Section 1. These bylaws may be amended at any general meeting of the board by a two-thirds vote provided that the proposed amendments have been submitted in a general meeting in writing to the entire voting board members and discussed. The amended bylaws will be voted on at the following general meeting.

Section 2. Amendments to these by-laws shall take effect immediately upon adoption unless the motion to adopt shall state otherwise.

August 15, 2024