



**Armada Fair Youth Livestock Sale Committee**  
**(Sponsored By the Armada Agricultural Society)**

**Constitution and By-Laws**

**Updated 1-23-23**

**Mission Statement**

This committee was established to promote, manage and facilitate the annual Armada Fair Youth Livestock Sale. In doing so, we are committed to promote educational experiences through youth livestock projects and provide assistance in education of youth in the raising and caring of their livestock projects.

- I. Livestock includes: Market cattle, prospect beef, hogs, lambs, goats, poultry, rabbits, and one (1) Representative Gallon of Milk from the Supreme Dairy Cow, and one (1) Representative Half (1\2) Gallon of Milk from the Champion Dairy Goat.
- II. Duties:
  - A. Work with established rules and regulations set forth by the Armada Agricultural Society for the Armada Fair Youth Livestock Sale.
  - B. Provide assistance in carrying out the Armada Fair Youth Livestock Sale and Show including but not limited to tagging, weighing, shipping for livestock that are sold through the sale.
  - C. Advertising and promotion of the Armada Fair Youth Livestock Sale.
- III. General Membership:
  - A. Eligible members include parents, leaders, present 4-H and FFA members affiliated with any Macomb County Youth Clubs or registered volunteers
  - B. Fair Board Members
  - C. 4-H Members, FFA, and other Youth sponsored organization that are currently feeding and exhibiting marketing livestock projects through the Armada Fair.
- IV. Committee Membership:
  - A. Elected from those eligible enrolled members as outlined in Section III.
  - B. There will be ten (10) adult members, two (2) youth members and up to two (2) voting Fair Board members.
  - C. All fourteen (14) members will have voting privileges.
  - D. Election to the Sale Committee shall be held at the annual meeting held in January.
  - E. Any position shall be considered vacant upon receipt of a letter of resignation or upon a member's unexcused absences at three (3) consecutive regularly scheduled meetings. The existence of any vacancy shall be communicated to the Committee.
- V. Terms of Office and Selection of Executive Board.
  - A. All adult members shall serve overlapping three (3) year terms. Not to exceed two (2) consecutive terms.
  - B. Youth members shall serve one (1) year term to be elected at the annual meeting.
  - C. Five (5) members shall be elected every year. Two (2) youth and three (3) adults.
  - D. Vacancies occurring on the committee will be appointed by the executive board in a special meeting. The appointment will be for the duration of the elected member's term.
  - E. In the event of lack of volunteer participation for the Executive Committee the continuation of the established Executive Committee shall be maintained until the next annual meeting.

- F. The Executive Board positions shall be cast by a closed ballot vote to be counted by one (1) Youth Representative, one (1) Executive member, and one (1) Fair Board member (with each belonging to a different club). Ballots are to be destroyed by a motion and a vote cast after the count is finished.
- G. The Executive Board shall consist of the following positions to be elected by the Committee Membership as outlined in Section IV annually.
  - 1. President
  - 2. Vice President
  - 3. Secretary
  - 4. Treasurer
- H. All remaining positions shall be appointed by the Executive Board, such as: Secretary Support, Treasurer Support, Promotions Coordinator, Silent Auction Coordinator, and any other positions deemed necessary.
- I. The Executive Board shall be elected at the annual election in January.

VI. Meetings:

- A. The Committee shall hold regular meetings: January (elections), April, June, July (fair planning) and September (check distribution). All meetings to be held on the fourth (4<sup>th</sup>) Monday of the month.
- B. Committee meetings will be held in accordance to the Roberts Rule of Order.
- C. An official meeting requires eight (8) or two thirds (2/3) of eligible committee members either in person or virtual.

VII. Financing:

- A. There shall be no dues in this association.
- B. The sale commission shall be determined annually by the Sale Committee and cannot exceed five percent (5%).
- C. The Committee shall approve all bills and the Treasurer and another delegated Executive Committee Board member shall sign all checks.

VIII. Changes to the By-Laws can be made by a majority of the general members present at the annual meeting providing a thirty (30) day notification of the General Membership via Armada Fair website and youth news blast. Changes to the By-Laws shall take effect immediately upon passage.

IX. Questions occurring which are not covered by these By-Laws, will be decided by the Committee. The decision of the Board is final.