

COLORED ANGORA GOAT BREEDERS ASSOCIATION CONSTITUTION

ARTICLE I - NAME

The Name of this organization shall be the Colored Angora Goat Breeders Association, hereinafter known as CAGBA or the Association.

ARTICLE II - PURPOSE

CAGBA's purpose shall be the development and promotion of the Colored Angora Goat; breeder education; colored mohair promotion; the encouragement of closer fellowship among the Members through meetings, correspondence, circulation of useful information, news and ideas and in the cooperation with other organizations in the development of the Colored Angora Goat in general.

ARTICLE III - LOCATION AND TERRITORY

Section 1

The home of the Association shall be the address of the Treasurer, or as otherwise designated by the Board of Directors.

Section 2

The territory of operation of CAGBA is the United States and its possessions, Canada, Mexico, plus any other areas that request service.

ARTICLE IV - MEMBERSHIP

Section 1

Any individual, firm, partnership, association or corporation interested in the breeding, sale or promotion of the Colored Angora Goat is eligible for Membership upon proper application. Such Members will abide by and be bound by the Constitution and Bylaws and Rules of CAGBA.

Section 2

No Officer, Regional Director or Member shall sign any notes of indebtedness or make any agreement in the name of the Association, unless given specific documented authorization to do so by the action of the Board of Directors.

ARTICLE V - BOARD OF DIRECTORS

Section 1

The Board of Directors shall act on behalf of the Membership to conduct the day to day business of the Association provided these decisions are not contrary to any law or this Constitution.

The Board of Directors will normally conduct Association business via quarterly online meetings. The timeframe for and viewing of these meetings will be openly available to any CAGBA Member. Member input to meetings should be made through the Member's Regional Director. Online meetings will be conducted as follows:

- 1 - The President announces the meeting is now open.
- 2 - The President reviews old and unfinished business from the previous meeting and finalizes any old business with the Board.
- 3 - The President proposes or asks for new agenda items for the current meeting.
- 4 - The Board meetings will function following Roberts Rules of Order, using motions, seconds and voting.
- 5 - The President will announce that the meeting is closed once the established meeting time limit is reached or when agenda items are finalized or when the Board so decides.

Any decisions made by the Board may be revised or amended by the Members using the following procedure:

- a. Upon written petition to the Secretary, by no less than twenty percent (20%) of Members, a call to revise or amend an action of the Board of Directors shall be submitted to the Members to be voted on, by the Secretary, within fourteen (14) days after the petition has been received. The petition must be a single document submitted either via USPS mail or email, and include the name and email address of every petitioner.
- b. Voting shall be closed ten (10) days after the emailing or USPS mailing, or establishment of online voting.
- c. A two-thirds (2/3) majority of the votes cast by the Membership shall constitute a veto or amendment of any action of the Board.
- d. The Board will report any such decision or amendments to the Membership via the newsletter, the next meeting, email or online media, whichever is most expeditious.

Section 2

The term Officer, as used in this Constitution and Bylaws, shall be a person who has been elected by the Membership to oversee the affairs of the entire Association. Officers are the President, Vice President, Treasurer, and Secretary.

The duties of the Secretary may be assigned to another Board Member by a majority vote of existing Board Members in the event the Secretary position is vacant or as necessary. The Secretary is accountable for the work performed by

the delegate. If the Secretary position is vacant, the President is accountable for the work performed by the delegate.

The term Regional Director, as used in this Constitution and Bylaws, shall be a person who has been elected by the Membership to oversee the affairs of this Association for a specific geographical region as specified in the CAGBA Rules.

Section 3

The Board of Directors shall consist of the Regional Directors and Officers elected by the Membership of this Association.

Section 4

Regions and Regional Director information is set out in the CAGBA Rules.

Section 5

Except as provided for in Article V, Sections 6 and 7, Regional Directors shall be elected for a two (2) year term through the same procedures specified for Officers in Article VI.

Section 6

A Member in good standing is eligible to hold the position of Regional Director. If, at any time within their term of office, a Director resigns or departs the region they represent, a replacement will be approved by a majority vote of the existing Board Members and once approved, appointed to the position by the President.

Section 7

Regional Directors must keep their CAGBA memberships paid during the term of their Directorship. If a Regional Director fails to renew their Membership within 14 days of being notified, in writing, that it has lapsed, a replacement will be approved by a majority vote of the existing Board Members and once approved, appointed to the position by the President.

Section 8

All voting by Board Members shall be recorded so that it can be determined how each Board Member voted.

Section 9

The President shall be the Chairman of the Board of Directors and the position of the President has a vote only in the case of a tie. The Vice President, Treasurer, Secretary and Regional Director positions each have a single vote.

ARTICLE VI - OFFICERS

Section 1

The Officers shall conduct the business of the Association as directed by the Board of Directors in accordance with the Constitution and Bylaws. The Officers of the Association shall be the President, Vice President, Treasurer, and Secretary. The order of succession for Officers shall be: President, Vice President, Treasurer, Secretary.

Section 2

The term of office for the President, Vice President and Secretary shall be two (2) years. The term of office for the Treasurer shall be:

- 1) Until the Treasurer notifies the Board of Directors, in writing that she/he no longer wants to serve as the Treasurer, or
- 2) If the Board of Directors notifies the Treasurer, in writing, that her/his services are no longer needed.

Except as provided for in Article VI, Section 4, election of Officers will be as follows:

- ☐ Election of the President and Secretary will be held on even numbered years.
- ☐ Election of the Vice President will be held on odd numbered years.
- ☐ Election of the Treasurer shall be as needed by general election or special election.

Section 3

Any Member in good standing for a minimum of two (2) continuous years immediately prior to the election, is eligible to hold office.

Section 4

Officers must keep their CAGBA Memberships paid during the term of their office. If an Officer resigns or fails to renew their Membership within 14 days of being notified, in writing, that it has lapsed, a replacement will be approved by a majority vote of the existing Board Members and once approved, appointed to the position by the President.

Section 5

On August 1st of each year an Election Committee consisting of two board members that are not up for reelection and at least one volunteer non-board Member will convene. The Election Committee will propose candidates for upcoming elected positions and will make the necessary investigation to assure the proposed candidates understand the responsibilities of the office they are

being nominated for, are qualified under CAGBA rules, and will accept the office, if elected.

Section 6

On November 1st the Election Committee will send a list of candidates for the upcoming election to the Secretary.

A ballot shall be prepared, by the Secretary, from the information received from the Election Committee. The Secretary will distribute ballots via emailing, USPS mailing or online voting, to the membership on November 15th. Voting will close ten (10) days after the mailing, on November 25th.

Section 7

The Election Committee and the Secretary shall tabulate the ballots within ten (10) days of the close of the election. The Secretary shall notify all current Members the results of the election by either USPS mail, email or social media site.

Section 8

In the case of a tie vote, the candidate who has had the longest continuous Membership with no lapses in their Association Membership shall be declared elected.

Section 9

A Special Election, that is an election at a time other than the general election in November each year, may be conducted at the discretion of the Board of Directors.

ARTICLE VII - COMMITTEES

The President shall appoint the Chairman of all committees. All such appointees shall be subject to removal by the President.

ARTICLE VIII - MEMBERSHIP MEETINGS

The Board of Directors may call special meetings of the members as necessary to conduct the business of this Association. Decisions and votes shall be presented to the Membership via the quarterly meetings and minutes in accordance with Article V, Section 1. Notice of quarterly meeting agenda shall be given to all Members at least five (5) days prior to such meeting.

ARTICLE IX - AMENDMENT

Section 1

The Constitution and/or Bylaws may be amended by petition in writing to the Secretary and signed by not less than twenty percent (20%) of Members in good standing. The petition must be a single document submitted either via USPS mail or email, and include the name and email address of every petitioner. Additionally, amendments may be proposed by the Board of Directors. Any amendments must be approved by a vote of the Membership. A ballot shall be prepared and emailed, USPS mailed or by online balloting, to the Membership. Voting shall be closed ten (10) days after the mailing. The President and Secretary shall tabulate and announce the results.

Section 2

This Constitution and/or Bylaws will be amended by a two-thirds (2/3) majority vote of all votes cast.

ARTICLE X - QUORUM

Section 1

The issue in all voting shall be determined by a majority of votes cast unless specifically provided otherwise. A majority vote means more than half of the votes cast, excluding blank votes and abstentions.

Where a two-thirds (2/3) majority vote is required, this means 2/3 of the votes cast, excluding blank votes and abstentions.

Section 2

For questions on parliamentary procedure, the "Roberts Rules of Order" shall govern, unless the Board of Directors shall provide otherwise.

COLORED ANGORA GOAT BREEDERS ASSOCIATION BYLAWS

PREAMBLE

We, the Board of Directors, with the object in view of providing regulation favorable for the implementation of and pursuant to the Constitution of the Colored Angora Goat Breeders Association do hereby adopt these Bylaws.

ARTICLE I - MEMBERSHIP

Section 1

Application for Membership shall be addressed to the Secretary and shall be accompanied by annual dues. The application shall be in accordance with the design as established by the Board of Directors.

Section 2

Annual dues shall be set by the Board of Directors and the Membership will be notified via email, USPS mail, or social media. Membership dues shall extend twelve (12) months from the date dues are paid.

ARTICLE II - BOARD OF DIRECTORS

Section 1

The Officers and Regional Directors shall be elected by a ballot of the Membership or as otherwise provided in the Constitution. If only one candidate is identified for a position up for election, that person will assume the position by acclamation. Board positions may be shared by more than one person (for example, Regional Co-Directors) and will be elected in the same manner as for a single person.

Section 2

The newly elected Officers and Regional Directors shall assume their duties on January 1st.

Section 3

The President shall—

1. As Chief Executive Officer of the Association, shall maintain general supervision of the affairs of the Association.
2. Or their appointee, preside at all meetings of the membership, report to the members and make suggestions that she/he may deem advisable.
3. Be an ex-officio member of all committees.

4. Call for regular committee reports and see that all committees function properly.
5. Appoint members to committee chair positions not filled through elections and fill Board vacancies, as described in the Constitution.
6. Ensure that the resolutions of the board are carried into effect.
7. Appoint the Newsletter Editor and the Show Committee Chair.
8. Develop and suggest guidelines and strategies to improve Association effectiveness and efficiency.
9. Present propositions pertaining to administration policy to the Board of Directors or to the Members, by separate emailing, USPS mailing, social media sites or through the newsletter of this Association.
10. Ensure active and effective communication within the Association.
11. Represent the Association in matters not otherwise provided for.
12. Maintain an activity/history log for transition to successor.

Section 4

The Vice President shall—

1. Occupy the position and perform the duties of the President, when, for any reason, the President is unable to perform such duties. She/he shall perform any additional duties requested by the President or the Board of Directors.
2. Actively participate in all board meetings (including online meetings) and decision-making.
3. Perform any additional duties requested by the President or the Board of Directors.
4. Maintain an activity/history log for transition to successor.

Section 5

The Secretary shall—

1. Be the recording and corresponding Officer of the Association.
2. Keep accurate minutes of the Association's activities and meetings.
3. Conduct the Association's correspondence and maintain files for all correspondence.
4. Ensure that notice is given for upcoming meetings and elections.

5. Ensure Officers, Directors, and Members receive copies of meeting agendas and minutes.
6. The Secretary shall receive, process and report to the Treasurer all new and renewed Memberships, to include collecting Membership dues.
7. Maintain an up-to-date roster of the Membership and—
 - o promptly notify the Registrar and Regional Directors of all new or lapsed Memberships and
 - o provide an updated Membership list to the Newsletter Editor quarterly (prior to newsletter publication), and
 - o send welcome packets to new and renewing Members.
8. Assist the Newsletter Editor with notification to the Membership of Association meetings.
9. Actively participate in all Board Meetings (including online) and decision-making.
10. Maintain an activity/history log for transition to successor.
11. Maintain an electronic historical archive of all motions and decisions made by the Board or Members.
12. Notify Regional Directors of all new or lapsed Memberships.

Section 6

The Treasurer shall—

1. Serve as Financial Officer for the Association. Hold the originals of documents both hard copy and digital pertaining to Association business. Maintain Domain names and passwords used in Association business. Make sure that all Federal requirements are met to secure the Association's tax- exempt status.
2. Have the ability to use and be familiar with online banking and online payment services. Have the ability to handle general bookkeeping procedures.
3. Maintain custody of the Association's general funds and disburse those funds as authorized by the vote of the membership and/or the Board of Directors.
4. Coordinate with and assist the Board of Directors in completing the annual approved budget.
5. Record and report all income and expenditures against the annual budget.

6. Receive and deposit funds. Make sure accurate records of all receipts and disbursement of Association funds are kept. Reconcile the Association's bank account(s) monthly.
7. Participate in all Board of Directors meetings (including online) and decision making.
8. Prepare a Treasurer's Report including a quarterly report presented to the Board of Directors and to the Newsletter Editor for publishing.
9. Prepare an Annual Report showing income and expenses with a statement of the financial condition of the Association. This report will be presented to the Board of Directors no later than the end of February of the following calendar year.
10. Review and recommend financial policies to the Board of Directors.
11. Ensure that reports, funds, books, and files are available to the Board for verification and inspection with reasonable notice.
12. Review and recommend financial policies to the Board of Directors.
13. Ensure adequate internal controls and maintain records in accordance with standard accounting practices.
14. Ensure appropriate tax filing are made accurately and on-time.
15. Train successor prior to vacating the position.

Section 7

The Regional Director shall—

1. Provide support and serve as a contact for CAGBA Members within their region.
2. Provide the Newsletter Editor with a quarterly regional report.
3. Work with regional fairs/events/local groups to promote and support the Association.
4. Represent the breeders of his/her region to the best of his/her ability.
5. Encourage new Memberships and welcome new Members.
6. Actively participate in all Board Meetings (including online) and decision-making.
7. Maintain an activity/history log for transition to successor.

ARTICLE III - DISSOLUTION OF THE ASSOCIATION

In the event of the dissolution of the Colored Angora Breeders Association, any funds in the treasury shall be donated to an organization for the benefit of Colored Angora Goats, which will be selected by the Board of Directors prior to dissolution.

ARTICLE IV - GRANDFATHER CLAUSE

All rules and regulations of the Association in effect at the time of adoption of this Constitution and Bylaws and not changed by or in conflict with this constitution and Bylaws shall remain in effect until changed by the Board of Directors and adopted by the Membership via voting ballot.

ARTICLE V - RULES

Rules provide for the orderly, professional and efficient operation of the Association.

Rules may be enacted and amended by a two-thirds (2/3) majority vote of the Board of Directors.

Members may enact and amend rules by written petition to the Secretary and must be signed by not less than twenty percent (20%) of Members in good standing.

The petition must be a single document submitted either via USPS mail or email, and include the name and email address of every petitioner. The Secretary will announce the petition to the Board of Directors for action. If the Board of Directors declines to enact Membership petitioned Rules or amendments the petition will be placed on the ballot for the next scheduled election. Rule or amendment approval requires a two-thirds (2/3) majority vote approval of the votes cast by the Membership.

Rule 1

CAGBA Schedule of fees (effective January 1, 2024) -

Membership:

Single \$25.00 per year

Couple \$30.00 per year

Youth \$5.00 per year, 18 years and younger.

Goat Registrations: \$10.00 each

Transfers of ownership \$10.00 each

Goat Inspections \$10.00 each

Registration Duplicates/Replacements/Changes \$10.00 each

Rule 2

CAGBA Regions -

Northwest - AK, ID, OR, MT, WA, WY

Southwest - AZ, CA, HI, NV, UT

North Central - IA, IL, IN, MI, MN, ND, NE, SD, WI South

Central - AR, CO, KS, LA, MO, NM, OK, TX

Northeast - CT, DE, MA, ME, NH, NJ, NY, OH, PA, RI, VT

Southeast - AL, FL, GA, KY, MD, MS, NC, SC, TN, VA, WV

International - Any area that is not a state of the United States.

The Director for a region must live in the region they are elected to represent.

On even numbered years the Southwest, North Central, Southeast and International Directors will be elected.

On odd numbered years the Northwest, South Central and Northeast Regional Directors will be elected.