

**BY-LAWS OF THE GUERNSEY COUNTY JR. FAIR
SALE COMMITTEE**

(Revised 10/2022)

ARTICLE I

Name

The Name of the Committee shall be The Guernsey County Junior Fair Sale Committee

ARTICLE II

Objective

The objective of the Committee shall be to promote, to coordinate, and to administer the Jr. Fair Sale and oversee the distribution of sale funds.

ARTICLE III

Membership

Section 1. The membership of the Committee shall consist of the following:

- A. The Chairman of each Market Project Committee or designated Committee officer
- B. Chairman of the Dairy Committee
- C. One Youth Representative from each Market Project Committee and the Dairy Committee
- D. Four At-large members
- E. One member of the Senior Fair Board

At-large members will be voted upon by the current membership. Interested individuals must submit a letter of interest to be reviewed by the Committee before voting. Up to four members may be selected each year.

All eligible committee members must meet membership requirements by completing the Junior Fair Livestock Committee Volunteer Application and receive a responsibility orientation by March 1st of the current year. All adult committee members must also successfully pass an Ohio Electronic Sex Offender Registration and Notification and National Sex Offender Public Registry web check prior to participation in committee meetings and activities.

Committee membership begins the after Junior Fair Livestock Committee Officer Elections (November meeting) and continues until Junior Fair Livestock Committee Officer Elections the following year (November meeting).

Section 2. Committee members will serve on a year-to-year basis according to membership rules set forth in Section 1 of this Article.

Section 3. Resignation of membership from this Committee shall be submitted to the Executive Committee in writing.

ARTICLE IV

Officers

Section 1. The officers of the Committee shall be a Chairman, Vice-Chairman, Secretary, and Treasurer. The officers shall perform the following duties:

- A. The Chairman is the executive officer responsible for the operation of the Committee. He or she presides at meetings, calls regular or special meetings of the membership as needed, appoints the Chairpersons of standing or special committees.
- B. The Vice-Chairman acts as Chairman in the absence or illness of the Chairman and in the event of the Chairman's resignation or incapacity to serve shall succeed to the office until the next regular election of officers. The Chairman may delegate to the Vice-Chairman such official or other duties as may be necessary for the conduct of business.
- C. The Secretary keeps records and minutes of meetings; maintains an up-to-date list of members, sends notices, and receives and distributes information to or from other groups and organizations.
- D. The Treasurer is responsible for the deposit of all receipts and payment of all authorized expenditures. The Treasurer advises the Committee about the finances of the Committee and assists in formulating the budgets for the regular and special activities. The Treasurer is also responsible for providing the Audit Committee all necessary documents for completion of the yearly audit.

Section 2. A member may hold no more than one office with the exception of the Secretary and Treasurer, which may be combined.

Section 3. Election of officers will be held during the April meeting each year.

Section 4. Nominations shall be made from the floor and voted on by the members present by ballot or roll call, if requested.

Section 5. Officers shall serve for one year or until their successors are elected. Term of office shall begin at the close of the election meeting.

ARTICLE V

Meetings

Section 1. Regular meetings will be scheduled by Extension Office, usually April, July, October and November.

Section 2. The first meeting following the Guernsey County Fair shall be known as the Fair Evaluation Meeting.

Section 3. The first meeting with new membership shall be for the purpose of electing officers.

Section 4. Special meetings may be called at the discretion of the officers.

Section 5. Meetings shall have a minimum of two thirds of the members present to conduct and act on business for the Committee as a whole.

Section 6. Meetings shall have a minimum of one member of the Executive Board present to chair the meeting in order to conduct and act on business for the Committee as a whole.

ARTICLE VI

The Executive Committee

Section 1. The Executive Committee shall consist of the following:

- 1) Chairman
- 2) Vice-Chairman
- 3) Secretary
- 4) Treasurer

Section 2. The Executive Committee shall have general supervision of the affairs of the Sale Committee between its regularly scheduled meetings.

Section 3. The Executive Committee shall be subject to the orders of the Sale Committee, and none of its acts shall conflict with the action taken by the Sale Committee.

Section 4. In the event of a question or problem with a specific Market Project, the Executive Committee shall include the Chairman of the Market Project Committee, a representative of the Guernsey County Extension Office, and a Senior Fair Board Member.

ARTICLE VII

Voting Rights

Section 1. The following members are entitled to one vote each:

- A. The Chairman of each Market Project Committee
- B. The Chairman of the Dairy Committee
- C. The Youth Representative of each Market Project Committee and the Dairy Committee

Only approved committee members will be eligible to vote, in accordance with committee by-laws. Approval is granted to eligible members who have met application deadlines and membership requirements.

Section 2. In the absence of a Chairman, Vice-Chairman, or Youth Representative from any committee, an authorized representative may be recognized by the Sale Committee Chairman and shall have voting privileges for that meeting.

ARTICLE VIII

Committees

Section 1. A Bylaw Review Committee composed of at least three but no more than four members shall be appointed by the Chairman at the Fair Evaluation Meeting, whose duty it shall be to review the bylaws of the Committee and recommend proposed changes. The Bylaw Review Committee shall present said recommendations at the next regularly scheduled meeting.

Section 2. The Chairman shall appoint any other committees, standing or special, as deemed necessary by the Committee or the Executive Committee.

ARTICLE IX

Parliamentary Authority

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Committee 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 Committee shall adopt.

ARTICLE X

Amendment of Bylaws

These bylaws may be amended at any regular meeting of the Committee by a two-thirds vote.