

**CONSTITUTION
ASHTABULA COUNTY MARKET ANIMAL COMMITTEE**

Article I. Name

- Section 1. The name of this organization shall be the Ashtabula County Market Animal Committee, a standing committee of the Ashtabula County Agricultural Society.

Article II. Purpose

- Section 1. To make recommendations to the County Extension staff and the Ashtabula County Agricultural Society, and to assist the educators in developing, conducting and evaluating the county Market Animal program.
- Section 2. To inform market animal advisors, members and parents of the true purpose of 4-H & FFA and the many educational opportunities beyond the Junior Fair market animal shows and sales.
- Section 3. To assist in the recruitment and development of leadership to work with the Market Animal program.
- Section 4. Serve as a standing committee of the Ashtabula County Agricultural Society and on their behalf, and subject to their control and oversight, conduct the Market Animal Sale at the Ashtabula County Fair and to be concerned with all aspects of the sale. This includes, but is not limited to, the tagging of animals, weighing of animals and the receiving, dispersing, and keeping accurate records of monies related to the sale.

Article III. Membership and Representation

- Section 1. Membership is available to 4-H and/or FFA advisors/ volunteers, members, and individuals who are directly associated with or carry market animal projects.
- Section 2. Each Market Animal Organization in good-standing having a minimum of one completed market animal project in the previous MAC Calendar year (Oct-Sept), shall be entitled to two (2) votes for election of officers, species chairs, approval of Constitution and Guidelines, any purchase \$5000 and greater and all other contested items.
- Section 3. Voting privileges shall be revoked for 12 months after failure to be represented at 5 regular meetings during a MAC Calendar year (Oct-Sept) Market Animal Committee meeting.
- All new clubs/chapters chartered after the most recent fair will have two votes.
- Section 4. All animal species sub-committees (#2-11) shall have one vote. Species chair voting privileges shall be revoked for 12 months after failure to be represented at 5 regular meetings during a MAC Calendar year (Oct-Sept) Market Animal Committee meeting. Species chairs may also vote on behalf of their club.
- Section 5. Voting members affiliated with 4-H Clubs & FFA Chapters shall be designated at each meeting by the sign in sheet. Head advisors decide who their excess voting representatives are.
- Section 6. The Ashtabula County 4-H Educator shall submit an updated representative eligibility attendance record to the committee for review at the *September* meeting.
- Section 7. A. Nominating committee will be set at the July meeting. The appointed committee is to contact all those interested in running for a MAC chair or Officer position.

- B. Nominations will be taken from the floor at September meeting and ballot approved by Market Animal committee at the end of the meeting.
- C. The first item of new business at the *October* meeting will be the election of officers.
- D. No further business shall be conducted until the new officers are in place.

Section 8. The new representative eligibility will be effective for the October meeting.

Article IV. Officers

Section 1. The officers shall be president, vice-president, secretary and treasurer and shall not be members of the Senior Fair Board. They shall be elected by ballot at the October meeting of each year.

- a. The president shall call and preside at all meetings of the committee and have in mind at all times the best interest of the project members. Committees for special purposes may be appointed by the chairman at any time.
- b. The vice-president shall assist the chairman, preside for him/her in case of his/her absence and represent the Market Animal Committee on the 4-H Committee or designate a person to do so.
- c. The secretary shall keep a record of all proceedings of the committee, shall act as correspondent in matters pertaining to the business of the committee, and shall, at each meeting, keep a correct record of the voting representatives of each club or chapter. The minutes shall be presented prior to the next meeting to the Extension Office and President. A copy of the secretary's report must be given to the Ashtabula County Agricultural Society monthly.
- d. The treasurer shall be responsible to keep a record of all income and expenses, and shall prepare an annual budget and yearly audit. The treasurer's report shall be presented and on paper at every meeting. All expenditures must be approved by the Market Animal Committee before monies are expended for any purpose. The Treasurer will meet and work closely with the Ashtabula County Agricultural Society treasurer. Monthly financial reports must be given to the Ashtabula County Agricultural Society treasurer. All financial transactions of the Market Animal Committee shall be included in the accounting reports of the Ashtabula County Agricultural Society and must comply with the rules and regulations of the Ohio Department of Agriculture, pertaining to Agricultural Societies, and with the requirements of the Ohio State Auditor.
- e. The executive committee shall be made up of the President, Vice-President, Secretary and Treasurer, and sale manager

Section 2. The term of office will be one year and will commence at October Meeting to the next October meeting (October to October).

Section 3. A majority vote of the eligible voters in attendance shall constitute an election.

Section 4. All officers must be members of the committee and approved 4-H and/or FFA volunteers in good-standing for 12-months prior to the election and attend a minimum of 5 meetings during the previous MAC Calendar year (Oct-Sept). All officers shall be represented at 5 regular meetings during a MAC Calendar year (Oct-Sept) or will be ineligible to hold an office for 12 months thereafter.

Article V. Committees

Section 1. a. The standing sub-committees shall be:

1. Sale Committee
2. Market Hog Committee
3. Market Beef & Beef Feeder Committee
4. Market Lamb Committee
5. Dairy Beef Feeder Committee
6. Market Rabbit Committee
7. Market Goat Committee
8. Market Poultry Committee
9. Carcass Show Committee
10. Dairy Steer Committee
11. Cheese Basket Committee
12. Reverse Raffle
13. Projects & Improvements
14. Community Projects
15. County Pride & Breeder's Own

b. No more than two chairpersons for each of these sub-committees will be elected at the October meeting.

c. Elected species chairs must be members of the committee and an approved 4-H or FFA volunteer in good-standing for 12-months prior to the election and attend a minimum of 5 meetings during the previous MAC Calendar year (Oct-Sept).

d. The privilege to serve as a specie chair shall be revoked for 12 months after failure to be represented at 5 regular Market Animal Committee meetings during a MAC Calendar year (Oct-Sept). The individual shall be eligible to run following 12-months (Oct.-Sept.) of ineligibility.

e. The sale committee, reverse raffle, projects and improvements, community projects and County Pride & Breeder's Own committees will be deemed a standing committee.

1) The purpose of the projects & improvements committee will be to develop projects to improve the Market Animal facilities and equipment. The committee will oversee the completion of these projects. All proposed projects must be approved by a majority of voting members at a regular meeting.

2) The Market Animal Committee treasurer will be responsible for maintaining records of facility funds and will disperse funds for projects as directed by the chairperson. All projects and expenditures must be approved by the Market Animal Committee – not just the chairperson.

3) The committee will be appointed by the Chairperson of the Market Animal Committee and must be members of the MAC. The committee will consist of three members, only 1 of which will be a fair board member.

Article VI. Procedures

Section 1. Roberts' Rules of Order will be used on an informal basis to conduct meetings.

Section 2. Fifteen members shall be necessary to constitute a quorum to conduct business of the committee.

Section 3. A. The Ashtabula County Agricultural Society is the governing body on all Market Animal activities that relate to the market animal.

B. The Ohio State University Extension is the governing body on all activities that occur or relate to the 4-H Youth Development Program.

C. The National FFA Organization is the governing body on all activities that occur, or relate to the FFA Youth program.

- Section 4. When an amendment to this Constitution is proposed, the members must be notified at one meeting and revisions voted on at the following meeting. The proposed change must be approved by 2/3 of the eligible voters present in order to be passed.
- Section 5. Species chairs shall meet and review changes to the Market Animal Guidelines prior to the November meeting. The members must be notified at one meeting and revisions voted on at the following meeting. The proposed changes must be approved by 2/3 of the eligible voters present in order to be passed.
- Section 6. The Executive Committee (officers) will make "emergency" decisions as deemed necessary by the president and/or the 4-H Educator.
- Section 7. Meetings shall be called at the discretion of the president and/or the 4-H Educator. Meetings will normally be held once per month with the exception of August, December and March.

Adopted - January, 1988

Revised - January, 2002; November, 2003; January 18, 2007; March 19, 2007;

January, 2008; February 19, 2009; March, 2011; April 2012; January 2013, Revised & Adopted January 2014, Reviewed January 2015, Revised & Approved January 2016. Approved with revisions January 2018 & January 2022, January 2023, January 2024