

CONSTITUTION and BYLAWS

NorCal Poultry Association

accepted by majority vote: April 30, 2012

revisions approved: October 20, 2014

1. NorCal Poultry Association, NCPA

- A. This organization shall be known as the NorCal Poultry Association, NCPA, and is officially formed this first day of October 2011. This club is conducted in accordance with Robert's Rules of Order. Any dispute will be settled accordingly.
- B. Place of business: 21087 Hackett Lane, Redding, California 96003
- C. Website address: www.norcalpoultryncpa.com and email: norcalpoultry@sbcglobal.net

2. Purpose

- A. The purpose of the NorCal Poultry Association shall be to promote interest in the breeding and exhibition of Standard bred land and water fowl, including American Poultry Association, APA, and American Bantam Association, ABA, recognized avian breeds such as, chickens, turkeys, ducks, geese, guinea fowl.
- B. The objectives of the NCPA shall be:
 - 1. To interest old and young in domestic poultry.
 - 2. To provide education in all aspects of rearing, breeding, judging, and exhibiting poultry.
 - 3. To promote a spirit of cooperation among fanciers of all ages.
 - 4. To produce an annual APA / ABA sanctioned poultry show.

3. Membership

- A. Annual Dues

Junior membership	\$ 8.00
Individual membership	\$ 12.00
Partnership membership	\$ 15.00
Family membership	\$ 15.00
Supporting membership	\$ 40.00
Honorary membership	
- B. Junior, individual, partnership and family.
 - 1. Eligibility

Any individual, partnership or family may become members upon payment of dues. Eligibility for junior membership is limited to persons less than 18 years of age. Partnership membership is to be now more than (3) three parties. Family/partner membership is restricted to one member and spouse/significant other and children in the household 18 years old and younger.
 - 2. Term

All memberships are valid until December 31st of the calendar year. Renewal is due on or before that date. First time members initiated during the three months prior to December 31st of the calendar year will not have to renew dues until December 31st of the following calendar year.
 - 3. Vote

Each paid Individual membership is permitted to vote on club business. Partner/Family memberships receive only one vote, regardless of the number of family members or partners. Junior members are not permitted to vote.

C. Supporting Membership

1. Eligibility

Any business, agency, organization, corporation, or similar entity may become a supporting member upon payment of dues. Supporting memberships are for businesses, agencies, organizations or corporations interested in donating funds in addition to dues, or donation equipment or perishable items to the NCPA in exchange for advertisements, one vendor table at show, product placement or other means to be determined by an ad hoc committee when deemed necessary.

2. Dues

Supporting membership \$40.00 annually.

3. Term

Supporting memberships are valid for one year from January 1st – December 31st. Members initiated during the three months prior to December 31st of the calendar year will not have to renew membership until December 31st of the following calendar year.

4. Vote

Supporting memberships are permitted one vote regardless of the size of the business, corp, agency, etc.

D. Honorary Membership

1. Eligibility

Membership is granted for exceptional circumstances to be determined by the Board of Directors and voted on by the attendees at the meetings. These members must be a member in good standing at the time of vote.

2. Dues

Honorary members will be exempt from annual dues.

3. Term

This membership would be limited to no more than 3 and would be entitled to all membership privileges excluding holding an Office.

4. Vote

Honorary members are permitted to vote on club business.

E. Termination of membership

1. Members may resign at any time.

2. Memberships may only be terminated for the reasons listed below:

- a. By lapsing. A membership is lapsed and automatically terminated if such member's dues remain unpaid 30 days after the first day of the year; however, the Board may grant an additional 30 days of grace to such delinquent members in meritorious cases. In no case may a person be entitled to be at any club meeting, whose dues are unpaid as of the date of that meeting.
- b. By expulsion. A membership may be terminated by expulsion upon unanimous vote of all club officers, the officers shall have the power to summarily suspend, or expel and terminate the membership of, any member for any conduct in direct violation of the bylaws.
- c. By suspension. Any member who is suspended from either the American Poultry Association or the American bantam Association will be suspended from this club for like time.

4. Meetings

Annual meetings shall be scheduled to take place during the NCPA Spring show.

Special meetings shall be posted on the web 30 days prior to the meeting.

5. Voting

A. Nominations of Officers

1. Nominations of Officers shall be received at the annual meeting in March, or before via USPS or email.

B. 1. General membership may vote on club business, must be present to vote, unless otherwise arranged by President or Vice President.

2. Votes will carry by a majority vote of membership present at the time of vote.

3. In case of tie, the President's vote will break the tie.

C. Election of Officers

1. Election of club officers will be conducted via mail ballot sent May 15, received and counted July 15 on even years. New officers will be voted in by majority vote.

2. In the event of a tie, the Directors will vote by closed ballot to settle the tie.

6. Officers

Officers of NCPA shall be: President, Vice President, Secretary, Treasurer, Youth Coordinator and three to five directors, depending on membership. Any office vacated at a time other than the end of term shall be filled for the remainder of the term by one appointed by the President, except where otherwise provided herein. No person shall hold office who is not a member in good standing.

A. Eligibility

1. Any club member, whose dues are current, including the incumbent officers, is eligible to hold any club office upon nomination by another club member.
2. Members of families holding family memberships are individually eligible for club offices.
3. No individual may hold more than one office at the same time, except that the same individual may concurrently hold the offices of Secretary and Treasurer.

B. Term

The term of all club officers will be two years.

C. Board of Directors

1. Election

Election will be conducted at general elections by a majority vote.

2. Duties

- a. To oversee operations of club;
- b. Make recommendations to President for appointment of Officers;
- c. Other duties as determined by President.

D. President

1. Duties

The duties of the President include, but are not limited to, the following:

- a. Serve as a chairperson for all club meetings and Board of Directors;
- b. Ensure that other club officers fulfill their responsibilities in accordance with these bylaws;
- c. Oversee all committees;
- d. Other duties as determined by Board of Directors.

2. Authority

The President is explicitly authorized to:

- a. Convene emergency meetings to address business which cannot be postponed until the next regular meeting. No other items of business may be addressed at said meeting.
- b. Designate ad hoc committee to address issues and make recommendations as needed.

E. Vice President

1. Duties

The duties of the Vice President include, but are not limited to, the following:

- a. Assume the duties of the President should the President be absent or unable to act;
- b. Other duties as assigned by the by the President assumed in D1.

F. Secretary

1. Duties

The duties of Secretary include, but are not limited to, the following:

- a. Record the minutes of each business meeting, post on website and forward to President, made available within one week prior to the next scheduled meeting.
- b. Present, at each meeting, the minutes of the previous business meeting for approval by the membership; including any pertinent correspondence and maintain website with all updated information.
- c. Other related duties as assigned by the President.

G. Treasurer

1. Duties

The duties of the Treasurer include, but are not limited to, the following:

- a. Maintain written records of all monies received or disbursed by the club for any reason;
- b. Present a report of the current financial status of the club at each businesses meeting;
- c. Disburse club funds as necessary to fulfill financial obligations of the club;
- d. Record and maintain records of current membership, when paid and all member's names, addresses and phone numbers;
- e. Forward membership to Secretary;
- f. Assume Annual Show Treasure's functions;
- g. Other related duties as assigned by President.

B. Youth Coordinator

1. Duties

The duties of the Youth Coordinator include, but are not limited to, the following:

- a. Supervision of youth members;
- b. Planning and overseeing youth activities;
- c. Scheduling of special youth events;
- d. Other related duties as assigned by the President.

7. Impeachment of Officers

In the event that an officer does not perform the duties expected of him or her, a motion of impeachment can be brought to the floor at any member meeting.

- A. The President will appoint a committee to determine validity of charges and vote for impeachment;
- B. Impeachment will be presented to Officers and Board of Directors for vote;
- C. This motion will require 2/3 majority vote of Officers and Board of Directors to carry.

8. Committees

A. Ad Hoc Committees:

1. May be convened at any time pursuant to section 6.D.2., formed to make recommendations to be presented to general membership.

C. Bylaws Committee:

1. The Bylaws Committee shall consist of the President or Vice President and at least two other members;
2. This committee shall be responsible for printing the bylaws of the organization, advising the President of conflicts and omissions within the bylaws, and reviewing submissions for amendment of the by-laws;
3. The bylaws committee is primarily an advisory committee. It may not amend the bylaws without approval by vote of the membership pursuant to section 10 herein. It may not over rule an amendment to the bylaws which is approved pursuant to section herein.

C. Show Committee:

Shall consist of Show Super, Secretary, Youth Coordinator, and any other members as needed:

1. Show Superintendent:
 - a. Oversee all functions related to the production of NCPA's annual show.
2. Show Secretary:
 - a. Responsible for all clerical functions related to NCPA's annual show.
3. Show Treasurer:
 - a. NCPA Treasurer assumes as outlined in 6.G.1.
4. Youth Coordinator:
 - a. As outlined in 6.H.1.

9. **Expenses**

No member shall be authorized to incur club expenses without prior approval by President, Vice President and Treasurer. Any member may request reimbursement at a regular business meeting for club expenditures; however, the club is under no obligation to honor such request if the expenditure not previously approved.

10. **Amendment of Bylaws**

1. Recommendations for amendment of these bylaws may be submitted in writing to the bylaws committee at any time;
2. The bylaws committee will review all suggestions for compatibility with existing bylaws.
3. The bylaws committee will present the submission, along with their recommendation for approval or against approval, to the membership at any business meeting;
4. A second reading of suggestions will be conducted at the following business meeting at which a vote will be conducted;
5. Amendment will carry by majority of members in attendance at that meeting.

11. **Attendance of Club Functions by Non Members**

It will be the policy of the NCPA that non-members who attend more than three consecutive club functions annually will be required to become a club member.

12. **Dissolution of Club**

1. The club may be dissolved at any time by the written consent of not less than 2/3 of the members in good standing;
2. Upon dissolution of the club, after credits and debits are resolved, all remaining assets shall be donated to a charitable organization for the benefit of exhibition of poultry.