

**Penelope Young Farmer**  
**CONSTITUTION AND BY-LAWS**

**ARTICLE I – PURPOSE**

1. To promote community, civic, and social growth for our families and our youth through the raising and showing in livestock and other ag-related activities.

**ARTICLE II – AGENDA**

1. To accrue funds for the purpose of purchasing livestock projects and the Hill County Fair for those students in Junior FFA, FFA, and other ag-related activities.
2. To provide scholarship(s) for graduating Senior Booster Club Members.

**ARTICLE III – MEMBERSHIP**

1. Membership is open to any family, individual, or business that has an interest in the organization or its purpose. Fee of \$25.00 for membership.
2. Membership dues are to be turned in by October 31<sup>st</sup> of each year.
3. Points will not accumulate until membership dues have been paid.

**ARTICLE IV – GOVERNMENT**

1. Penelope Young Farmers shall be governed by four elected officers, consisting of a President, Vice-President, Secretary/Reporter, and Treasurer.
  - a. The officers are elected in May of each calendar year. The calendar year will be from June 1 to May 31.
  - b. The officers are elected from the general membership of the Penelope Young Farmers.
2. Meetings will be scheduled from month to month.
3. General duties of the four officers are as follows:
  - a. Enforce the constitution and by-laws.
  - b. Approve all disbursements of funds and all financial matters.
  - c. Administer all other affairs of the Penelope Young Farmer
4. Duties of each officer and position description:
  - a. **PRESIDENT**
    - i. Preside over all meetings

- ii. Set the agenda
- iii. Coordinate all activities
- iv. Appoint and/or set up special committees
- v. Deal with all public relation needs
- vi. Calculate and give a report at each meeting about how many points members have earned
- vii. Sign all checks along with Treasurer
- viii. Keep the web page up to date
- b. VICE PRESIDENT
  - i. Assist the president in all areas
  - ii. Assume the president's duties in his/her absence
  - iii. Read, coordinate, and supervise all committees
- c. SECRETARY/REPORTER
  - i. Record the minutes of all meetings
  - ii. Make announcements and notify members of any date changes
  - iii. Take care of all corresponding and committee reports
  - iv. The minutes of the previous meeting
  - v. Work in conjunction with the treasurer as needed
  - vi. Provide and deliver all announcements, advertisements, and photographs to the media for the purpose of promoting Penelope Young Farmer.
- d. TREASURER
  - i. Take care of Penelope Ag Booster's finances
  - ii. Present a monthly treasurers report
  - iii. Prepare financial reports
  - iv. Sign all checks along with at least one other officer
  - v. Pay all bills
  - vi. Provide receipts for all the contribute to the Penelope Young Farmer
- e. ADVISOR
  - i. Serve as a representative of the school and club
  - ii. Supervise the direction and operation of the club

## **ARTICLE V –ACTIVITIES**

1. The activities will be designed to facilitate the generation of money and/or donations for the purpose outlined by the organization.

## **ARTICLE VI – GOALS**

- 1. The goal of the Penelope Young Farmer is to reward the efforts of our youth with livestock projects and ag related projects, both monetarily and morally with a show of support.**

## **ARTICLE VII – STRUCTURE**

- 1. The Penelope Young Farmer will be a non-profit organization under the direction of the elected officers.**

## **ARTICLE VIII – AMENDMENTS**

- 1. The constitution may be amended only at the regular meeting by submitting in writing a proposed change with the reason to the president. A two-thirds vote of those Penelope Young Farmer members in attendance will be required, to amend the by-laws.**

**The Constitution and Bylaws are the Articles of our club. The constitution and bylaws is the only governing instrument of our organization. We will use the Point System as tool for distributing scholarships, as well as determining any Hill County Fair Sale of Champions purchases.**