

**BY-LAWS OF THE INDIANA ANGUS AUXILIARY**

**ARTICLE I – Name**

The name of the organization shall be the Indiana Angus Auxiliary to the Indiana Angus Association.

**ARTICLE II – Object**

The object of the Auxiliary shall be to have women interested in the welfare of the Angus breed meet together for educational, promotional, social, and other functions appropriate to the organization. It shall be a non-profit organization.

**ARTICLE III – Members**

The membership shall consist of two categories: Annual and Life

**ARTICLE IV – Officers**

The majority voting at the Annual Meeting, which is held in April, shall elect the officers: President, Vice President, Secretary, Treasurer. They shall take office immediately following the conclusion of the meeting. A term is one year, and no officer, except the treasurer, shall be re-elected for more than two consecutive terms.

**Section 1 – President**

1. Shall preside at all meetings of the organization and executive committee meetings, shall follow the guidelines for the President included in the “Standard Policy and Guidelines” for the Indiana Angus Auxiliary, shall make all other officers and committee chairmen aware of the “Standard Policy and Guidelines”.
2. Appoint Standing committees and Special committees as needed.
3. Shall be an ex-officio member of all committees except the Nominating Committee.

D. Shall become a member of the Executive Board and Chairman of the Nominating Committee for one/two years at the expiration of her Presidency. The length of office will run concurrent with the serving President. The immediate Past President of the Auxiliary shall be known as the Advisor.

**Section 2 – The Vice president shall be known as the President-Elect**

1. Shall automatically become the next president.
2. Serve in the absence, incapacity, or death of the President.
3. Serve as advisor to the Budget Committee.
4. Update the Facebook Page.

**Section 3 – Secretary**

1. Keep an accurate record of the minutes of the annual, regular, executive, and special meetings, make a copy for the President, and distribute a copy of the minutes to the members at the annual and December meeting.
2. Cooperate with the President in arranging the Order of Business for all meetings of the Auxiliary.
3. Prepare and present a report at the Annual and regular meetings, receive and file all reports of the officers and committee chairmen for future reference.
4. Be a member of the Budget Committee.

**Section 4 – Treasurer**

1. Maintain accurate and complete financial records for the Indiana Angus Auxiliary and distribute a written report at the annual and December meeting.
2. Receive, deposit, and distribute money as provided and directed by the provisions of Article IX.
3. Keep an accurate record of all fundraising generated by the Ways and Means Committee.
4. Have the accounts audited by the Audit Committee at the close of the fiscal year, which is April 1 thru March 31; after paying outstanding bills turn over the records to her successor.
5. Be a member of the Budget Committee.

**ARTICLE V – Meetings**

**Section 1** - The Annual meeting, aka Spring Luncheon, shall be held in the month of April each year. The location shall be designated by the luncheon committee. Nominations, election of officers and approval of the budget shall be held at this meeting.

**Section 2** - A regular meeting shall be held in December.

**Section 3** - All other meetings to be called by the President or by the members of the Executive Committee.

**ARTICLE VI – Executive Committee**

**Section 1** - The Elected Officers and Advisor shall form the Executive Committee. They shall act on business requiring immediate attention between meetings.

**Section 2** - The Executive Committee will fill vacancies when an officer cannot or does not fulfill their duties or resigns.

**ARTICLE VII – Standing Committees**

There shall be the following Standing Committees and, in addition, such other committees as deemed necessary to carry on the work of the Auxiliary.

**Section 1 – Awards Committee**

1. Shall be appointed by the President. In the event that the chairman of the awards committee has a son, daughter, relative, or employee applying for an award, an alternative chairman shall be appointed from the Executive Committee.
2. Shall consist of four members, each appointed for a term of two years, with two retiring and two new members added each year.
3. Judge applications for the Silver Try Award and for the Indiana Angus Scholarships.
4. Send nominees’ applications from Indiana to the American Angus Auxiliary scholarship contest.
5. Shall publicize, receive nominations, and introduce nominees for the Hoosier Excellence Award.
6. Choose the recipient for the Vera Sherbahn Memorial Award given at the Indiana Angus banquet or at an appropriate time.

**Section 2 – Audit Committee**

Shall audit the fiscal financial report of the Treasurer at the close of the fiscal year. The Treasurer is to present receipts and disbursed totals, balance on hand, and bank account balance for approval.

**Section 3 – By-Laws/Guidelines Committee**

1. Review existing By-Laws and Guidelines and recommend changes when necessary.
2. Prepare and distribute copies of up-to-date by-laws and guidelines for the Indiana Angus Auxiliary to members attending the Annual Meeting .
3. Be knowledgeable that motions and procedures comply with by-laws and guidelines.

**Section 4 – Annual meeting/Spring Luncheon Committee**

1. Select location for luncheon, choose menu, provide favors, table decorations and manage reservations.
2. Provide publicity about the luncheon well in advance of the luncheon date.
3. The Spring Luncheon/Annual meeting shall be on a rotational series as follows: Northwest, Northeast, Southeast, Southern, Southwest, West Central.

**Section 5 – Junior Activities**

1. Provide assistance, guidance, and support for Junior members.
2. Encourage “graduating” Junior Angus girls to join the Auxiliary.

**Section 6 – Ways and Means Committee**

1. Manage fund raising for the Auxiliary.
2. Submit all financial records to the Treasurer.
3. Chairman shall be a member of the Budget Committee.

**Section 7 – Budget Committee**

1. Plan and present a budget for the upcoming fiscal year to the members at the Annual meeting of the Auxiliary. The budget shall be approved by the members at the Annual meeting.
2. The Budget Committee shall consist of the following:
3. Secretary
4. Treasurer
5. Chairman of the Ways & Means Committee
6. Chairman of the Scholarship Fund
7. Member appointed by the President
8. The Vice-President will be the advisor

**Section 8 – Indiana Angus Queen Committee**

1. Chairman of this committee is to notify all eligible girls in advance of contest.
2. Secure judges
3. Be responsible for all aspects of the contest
4. Secure appropriate awards
5. Inform and educate Royalty of expectations in attire and recommended appearances

**Section 9 – Historian**

The President shall appoint a Historian for the Indiana Angus Auxiliary. The Historian shall keep an Auxiliary Scrapbook of programs, news clippings, pictures and any important events pertaining to the organization.

**ARTICLE VIII – Nominations and Elections**

**Section 1** - Shall consist of five members, two are elected by the active members at the Annual Meeting and two members appointed by the Executive Committee of the Auxiliary. The Chairman shall be the Immediate Past President of the Auxiliary.

**Section 2** - Shall prepare a ticket of one and not more than two candidates for each office to be filled and secure prior consent of all candidates to have their names appear on the ballot.

**Section 3** - At the appointed time for the election of the officers, the Chairman shall read the report of the Nominating Committee to the members. The President shall call for nominations from the floor (per Robert’s Rules of Order).

**Section 4** - The election shall be by ballot and a majority of all ballots cast shall be necessary to elect.

**Section 5** - If there should be but one candidate for each office, candidates shall be declared elected by a motion from the floor.

**Section 6** - Auxiliary Directors: The Nominating Committee, with prior consent of the nominees, will appoint two members to serve as our Auxiliary Directors. One will serve a one-year term and one will serve a two-year term. They will attend the Indiana Angus Association’s meetings and submit a report at the next meeting of the Indiana Angus Auxiliary.

**ARTICLE IX – Finance**

**Section 1** - Funds of the Auxiliary of the Indiana Angus Association shall be used for necessary operating expenses and constructive work benefiting the Angus cattle industry.

**Section 2** - Should the purpose of the Auxiliary be terminated for any reason, the balance remaining in these funds shall be turned over to the American Angus Association to be used for the same purpose as originally intended.

**Section 3** - The Scholarship Fund shall be acquired from the proceeds of any fund raising effort approved by the Executive Committee. The scholarship awards will be based on the amount of available funds.

**ARTICLE X – Quorum**

**Section 1** - A quorum for the annual, regular, and special meetings shall be the majority of the voting members present.

**Section 2** - A quorum of the Executive Committee shall consist of a majority of the Executive Committee members present.

**ARTICLE XI – Parliamentary Authority**

Robert’s Rules of Order Revised shall be the guide on all points not contained in these by-laws.

**ARTICLE XII – Amendments**

These by-laws may be amended by a two-thirds vote of the members present and voting, provided notice of the proposed amendment was published in the *Indiana Angus News*, or members were notified in writing not less than thirty (30) days prior to the meeting.

**ARTICLE XIII – Dues and Fiscal Year**

**Section 1 – Dues**

 Yearly dues and Life dues will be determined by the Executive Committee.

**Section 2 - Fiscal Year**

 The fiscal year of the Indiana Angus Auxiliary shall be from April 1 to March 31.