

**20<sup>th</sup> District Agricultural Association / Gold Country Fair  
Junior Livestock Auction Committee  
Charter**

**ARTICLE I**

**RECITLES**

**SECTION 1 – NAME:** The name of this organization is the Gold Country Fair Junior Livestock Auction Committee, hereinafter called the Committee, serving the Twentieth District Agricultural Association/Gold Country Fair, hereinafter called the Association, an agency of the State of California.

**SECTION 2 – OFFICE:** The office for the transaction of the business of the Association is hereby fixed and located at 1273 High Street, in the City of Auburn, County of Placer, State of California. The Association may change the location of said office within the District.

**SECTION 3 – PURPOSE:** The purpose of the Committee is to serve the Association in the production and promotion of the annual Junior Livestock Auction.

**SECTION 4 – POWERS:** Subject to the limitations of this Charter, all powers shall be approved by or under the authority, and the business and affairs of the Committee shall be controlled by, the Association.

**ARTICLE II**

**MEETINGS**

**SECTION 1 – ANNUAL MEETINGS:** The Annual meeting of the Committee shall be held at a designated building of the Association at 6:00 pm on the second Monday of November of each year. If a legal holiday, then the meeting shall be held on the following business day. Official notice of meeting will be posted to the Association website 5 days prior to scheduled meeting.

**SECTION 2 –REGULAR MEETINGS:** Regular meetings of the Committee shall be held at a designated building of the Association at 6:00 pm on the second Monday of each month.. If a legal holiday, then the meeting shall be on the following business day. Official notice of meeting will be posted to the Association website 5 days prior to scheduled meeting.

**SECTION 3 – SPECIAL MEETINGS:** A special meeting may be called when an item arises that a majority of the committee desires to discuss prior to the next regularly scheduled meeting. Special meetings usually have only one topic on the agenda. Special meetings may be called by the Chairperson, or in case of his/her absence, the Vice Chairperson. A notice shall be given in writing at least 5 days in advance of the special meeting, stating the time, date, location, and agenda item(s).

**SECTION 4 – ADJOURNED MEETINGS:** Any meeting may be adjourned until a stated day and hour. In the absence of a quorum, a majority of voting members present at the meeting may so adjourn any meeting. Notice of the resumption of an adjourned meeting must be given to all voting members at least 5 days prior to its resumption.

**SECTION 6 – EMERGENCY MEETINGS AND WAIVER OF NOTICE:** The Committee may call emergency meetings for appropriate purposes. An emergency meeting must be noticed to all members of the Committee but is not subject to the requirement of that it be noticed 5 days prior to the meeting. An emergency meeting of the Committee, however, called and noticed, and wherever held, shall be as valid as though the meeting had duly been held after call and notice, if a quorum be present, and if, either before or after the meeting, each of the voting members not present signs a written waiver of notice or a consent to holding of such meeting. All of such waivers or consents shall be filed with the Committee records.

**SECTION 6 – QUORUM:** Five voting members shall be necessary to constitute a quorum for the transaction of business. Every act or decision done or made by a majority of the voting members present at a meeting duly held at which a quorum is present shall be regarded as the act of the Committee, except as hereinafter provided regarding removal of an officer or amending the Charter.

**SECTION 8 – MINUTES AND RECORDS:** The minutes and records of the Committee, after being duly approved, will be kept, and available for public inspection, at the Association office. The minutes shall include a record of those in attendance at each meeting, a record of the business discussed, and votes taken. A record of eligible voting members will be updated regularly and kept with the Committees records at the Associations office. A copy of the committees current Charter, as amended from time to time, will be kept with its records.

### **ARTICLE III**

#### **MEMBERSHIP**

**SECTION 1 – VOTING MEMBER:** Any adult, 18 years of age and older not actively participating in the Gold Country Fair as a junior exhibitor, 4-H, Future Farmers of America, Grange or Independent Youth may become a voting member of the Committee by fully attending three (3) consecutive meetings of the Committee. Any member missing three (3) consecutive meetings will be removed as a voting member. The removed member may regain voting status by attending three (3) consecutive meetings. The record of voting members will be updated regularly and kept with the Committees records at the Associations office. Two members of the Association Board of Directors, who are members of the Associations Exhibits Committee, will also serve as voting members of the Committee. The Directors of the Association will be entitled to vote on all matters, except the election of officers of the Junior Livestock Auction Committee.

**SECTION 2 – REMOVAL AND RESIGNATION:** Any voting member may be removed from the Committee with cause by affirmative vote of five voting members or more at any regular or special meeting.

Any voting member may resign at any time by giving written notice to the Committee or to the Chairperson of the Committee. Any such resignation shall take effect at the date of receipt of such notice, or at any later date specified therein. The acceptance of such resignation shall not be necessary to make it effective.

## **ARTICLE IV**

### **OFFICERS**

**SECTION 1 – OFFICERS:** The officers of the Committee shall be Chairperson, Vice Chairperson and Secretary, also known as the Executive Committee.

**SECTION 2 – ELECTIONS:** The officers of the Committee shall be elected at its annual meeting and each shall hold office for one year or until his/her successor is elected, unless he/she shall resign or shall be removed or otherwise disqualified to serve. Those wishing to be officers should declare their intention no later than at the meeting prior to the meeting at which the election occurs. The Committee will inform its membership of all those seeking to be elected to each office at least one month prior to the meeting at which the election occurs. The Committee will accept nominations from the floor at the time of the election.

**SECTION 3 – REMOVAL AND RESIGNATION:** Any officer may resign at any time by giving written notice to the Committee or to the Chairperson of the Committee. Any such resignation shall take effect at the date of receipt of such notice or at any later date specified therein. The acceptance of such resignation shall not be necessary to make it effective.

**SECTION 4 – VACANCIES:** A vacancy in any office because of death, resignation, removal, disqualification, or any other cause, shall be filled by the Committee for the unexpired portion of the term.

**SECTION 5 – CHAIRPERSON:** The Chairperson shall preside at all meetings of the Committee and shall be an ex-officio member of all sub-committees. Should the Chairperson be not present at any meeting of the Committee, the Vice Chairperson shall preside thereat.

**SECTION 6 – SECRETARY:** The Secretary shall keep or cause to be kept a book of minutes of all meetings of the Committee the Secretary shall give or cause to be given the required notice for all meetings of the Committee. The Secretary shall update or cause to be updated the record of voting members. The Secretary will keep or cause to be kept a current copy of the Committee charter, as amended.

## **ARTICLE V**

### **TRANSACTION OF BUSINESS**

**SECTION 1 – REPORT TO THE ASSOCIATION:** The Committee shall submit a budget for the production of the following year's Junior Livestock Auction to the Association, after review and approval by the Exhibits Committee, at the Association's October meeting. Upon review and acceptance of the budget by the Association, the District will provide the necessary financial services (payment of accounts payable) for the Committee to operate. The Committee shall provide reports to the Association as requested by the Association.

**SECTION 2 – CONTRACTS, ETC.:** The Committee shall present all requests for contracts to the CEO of the Association for review and submission for final approval by the Directors of the Association.

**SECTION 3 – EXPENDITURES:** The Committee, in conjunction with Association staff, will develop a procedure for the approval of expenditures, and reimbursement of committee members, which will be attached hereto as "Exhibit A"

**SECTION 4 – SUB-COMMITTEES:** The Committee may appoint an executive sub-committee and such

other sub-committees, as the Committee deems necessary. The Committee may delegate to the Chairperson the responsibility of appointing sub-committees.

**SECTION 5 – INSPECTION OF THE CHARTER:** The Committee shall keep in the Association office a copy of the approved Charter, as amended or otherwise altered to date, certified by the Secretary, which shall be open to the inspection of the public during office hours.

**ARTICLE VI**

**AMENDMENTS**

**SECTION 1 – POWER OF VOTING MEMBERS:** This Charter may be altered, amended, or repealed, and new, or amended, Charter adopted at any time by an affirmative vote of five voting members, or more. Changes to the Charter are subject to approval of the Association.

**ARTICLE VII**

**LOGO AND BRANDING**

**SECTION 1 – LOGO AND BRANDING:** The Committee will use logo(s), or other identifying marks approved by the Association for the purpose of promoting and marketing provided that the use is directly related to the production of the Junior Livestock Auction.

**SECTION 2 – MARKETING MATERIAL:** All marketing material for the Junior Livestock Auction will be coordinated with the association CEO.

Adopted as of \_\_\_\_\_

\_\_\_\_\_  
Committee Secretary

\_\_\_\_\_  
Date

Approved by the Association Board of Directors as of \_\_\_\_\_

\_\_\_\_\_  
Association President

\_\_\_\_\_  
Date