

## **Mission Statement**

The mission of the Maryland Dairy Goat Association is primarily to promote the dairy goat by partnering with the American Dairy Goat Association to offer sanctioned dairy goat shows in our state.

We also focus on educational programs that we sponsor or are sponsored by other organizations in the dairy goat industry.

These events provide youth and adult breeders an opportunity to gain knowledge that will help them improve the health of their dairy goats, their breeding programs and their showmanship skills.

## **Constitution**

### **Article I: Name**

Section 1: The name of the club will be Maryland Dairy Goat Association.

### **Article II: Purpose**

Section 1: MDGA is a nonprofit organization.

Section 2: We will promote the dairy goat via club sponsored shows sanctioned under the American Dairy Goat Association guidelines and a Facebook page and website.

### **Article III: Membership**

Section 1: The Maryland Dairy Goat Association is equal opportunity, our policies, programs, and activities are in conformance with Federal and State laws and regulations on nondiscrimination regarding race, color, religion, age, national origin, gender, and disability.

Section 2: All members shall be bound by the rules set forth by this constitution.

Section 3: An annual meeting of the membership shall take place after September in a suitable location as designated by the current officers. Zoom meetings may be substituted for in person meetings as needed.

### **Article IV: Officers**

Section 1: Elected positions of the organization shall be: President, Vice President, Secretary, Treasurer and Editor.

Section 2: The officers shall oversee the affairs of the organization.

### **Article V: Committees**

Section 1: The organization shall appoint committees to manage specific tasks such as shows, activities, fund-raisers, etc. at the annual fall meeting.

Section 2: **At least one elected officer** shall be an ex-officio member of all committees.

### **Article VI: Amendments**

Section 1: Methods: A simple majority vote of the membership present at quarterly meetings shall be required to propose an amendment to this constitution.

Section 2: Proposed amendments shall be published by email or through the news list. The Constitution may then be amended by a 2/3 majority of the members voting.

### **Article VII: Procedure**

Section 1: The issue in all voting shall be determined by a majority of the votes cast, unless specifically provided otherwise.

Section 2: On all questions of parliamentary procedure, Robert's Rules of Order shall govern, unless the Board of Directors shall provide otherwise.

# **MDGA By-Laws**

## **Preamble**

For the purpose of upholding the Constitution of the Maryland Dairy Goat Association, we, the members, do hereby adopt these bylaws.

## **Article I: Membership**

Section 1: Any person, corporation or partnership owning either registered or grade dairy goats, or demonstrating interest in promotion of the Dairy Goat industry and are of good moral character are eligible for membership. MDGA is equal opportunity, our policies, programs, and activities are in conformance with Federal and State laws and regulations on nondiscrimination regarding race, color, religion, age, national origin, gender, and disability.

Section 2: Application for membership should be addressed to the Treasurer and should include full payment of membership dues. All applications for membership shall be subject to the approval of the Board of Directors. Membership fee is voted upon at the annual meeting by the general membership. Dues must be paid before membership can be accepted.

Section 3: Membership dues will be determined at the annual fall meeting. The membership year being the calendar year. Dues will remain the same throughout the year and will not be prorated for new members, or late payment. Dues paid after October 1st will be applied to the following calendar year.

Section 4: There will be three classifications of membership: Junior: nonvoting, Individual: 1 vote, Family: 2 votes.

Section 5: Complaints regarding the association shall be submitted in writing to all officers.

## **Article II: Officers**

Section 1: The officers shall consist of the President, Vice-President, Secretary, Treasurer and Editor. Officers shall hold their elected position for a term of two years.

### **Section 2: President**

The President shall be the chief executive officer of the association to maintain general supervision of the affairs of the organization. They shall preside at all meetings of the Board of Directors and the membership and report to the annual meeting of the membership and make suggestions as deemed appropriate for the coming year. They shall have the power to appoint all committees.

### **Section 3: Vice-President**

The Vice President shall preside at any meeting of the Board of Directors or the membership in the absence of the President. In the absence or inability of the President to fulfill their duties or elected term the Vice President will assume the duties of that office. They shall hold a position on the Board of Directors and have equal powers on the body as those of the elected directors.

### **Section 4: Secretary**

The Secretary is responsible for recording minutes for all Board of Directors and membership meetings.

In addition they shall receive, send, record, and report to the Board of Directors ALL correspondence. The Secretary is also responsible for all notifications to the membership regarding meetings. All applications to join the BOD will be handled by this office.

### **Section 5: Treasurer**

The Treasurer is responsible for the financial affairs of the association.

A complete and orderly set of records shall be kept at all times. These records include a comprehensive list of the current members. All sanction forms and judges contracts will be prepared and delivered by the treasurer after approval by the BOD. The location of the association's business shall be the address of the person currently holding the office of Treasurer. The location of the association's banking business shall be determined by the current treasurer and Board of Directors.

## **Section 6: Editor**

The Editor is responsible for keeping the club website and Facebook page up to date.

## **Section 7: Resignations**

Any officer wishing to withdraw from their elected or appointed office may do so by turning in a written letter of resignation thirty (30) days prior to the termination date to the President.

**Section 8:** Officers shall be elected every other year at the annual meeting of the membership for a term of two years. Each officer shall be responsible to the Board of Directors at all times. **The President and Vice President shall be elected on even years. All others on odd years.**

**Section 9:** New officers shall assume their position following the completion of old business at the annual meeting. The Treasurer shall assume duties as soon as all accounts are established.

**Section 10:** At the annual fall meeting officers will report on the business of the current year as well as current financial conditions. Plans for the coming show season will be shared and volunteers solicited.

## **Article III: Elections**

Section 1: All officers to be elected shall be elected and present at the annual meeting of the membership. The Nomination Committee shall be responsible for the organization and implementation of the Election Process.

Section 2: Applications can be downloaded from the MDGA website or requested from the Secretary. Any members interested in running for an elected position shall submit this form to the chairperson of the Nomination Committee no later than August 1. The final ballot will include all interested individuals as well as any individuals nominated by the Nomination Committee. If there are no additional nominees beyond the nominating committee's slate then no membership notification/voting is required and members will be notified electronically.

Section 3: Additional nominations for candidates to fill offices shall be called for from the floor. Before a person can be nominated for any office he/she must be a member in good standing of MDGA for at least two (2) years and regularly attend MDGA events. If nominees for offices or directors are not present during elections, prior approval from them should be obtained in writing.

Section 4: Elections shall be by secret ballot and will be counted at the annual meeting. The secretary shall prepare the ballots prior to the election.

Section 5: The Board of Directors shall determine the eligibility of all candidates for office.

Section 6: Each paid family membership will be allowed no more than two (2) votes. A single head of household is allowed 1 vote.

## **ARTICLE IV: BOARD OF DIRECTORS**

Section 1: The Board of Directors shall consist of two (2) elected directors, in addition to the five (5) elected officers (total of 7 members)

Section 2: The 2 directors shall be elected at the annual meeting of the membership during even years, for a term of 2 years .

Section 3: No one family shall have more than one (1) member holding an elected office or position on the Board of Directors at one time.

Section 4: Each member of the Board of Directors shall take the general interest of the MARYLAND DAIRY GOAT ASSOCIATION to mind and make suggestions that seem appropriate for the benefit of the club.

Section 5: The Board of Directors and Officers shall form themselves into a nominating committee for the election of candidates for Officers and directors to be voted upon at the annual meeting of the membership.

Section 6: The BOD shall have the power to appoint someone to fill any vacancy that may occur in any office during the elected term **for the remainder of that term.**

## **ARTICLE V: MEETINGS**

Section 1: There shall be an annual meeting of the membership, the time and place to be determined by the president and board of directors.

Section 2: A quorum at any meeting of the membership shall consist of at least five (5) persons of the current members. Additional membership meetings can be held throughout the year as deemed necessary by the President and Board of Directors.

Section 3: Board of Directors meetings can be called by the President if deemed necessary. A quorum of the Board of Directors shall consist of 4 of the 7 members.

Section 4: Prior notice of any upcoming meetings shall be publicized through email by the Secretary.

## **Article VI: Special Committees**

Section 1: The President shall appoint committees that are necessary for the orderly operation and progress of MDGA.

Section 2: These committees shall meet as needed for the completion of their specific task.

## **Article VII: Rates**

Section 1: Annual Membership shall be five dollars - Junior (Under 18), fifteen dollars - Individual, twenty dollars - Family, for one year.

## **Article VIII: Dissolution**

Section 1: In the event of the dissolution of the MDGA, any money in the treasury shall be donated to the Maryland 4-H Foundation.

## **Article VIII: Communications**

Section 1: Minutes of quarterly meetings will be posted to the News List and/or Facebook or by email to all current members within two weeks following a meeting.

## **ARTICLE IX**

Where points of order arise, "Robert's Rules of Order" shall prevail.