

Article I: Organization

Section 1: The title of the organization shall be the New Mexico Pygmy Goat Club (ie:NMPGC).

Article II: Purpose

Section 1: The organization shall promote the growth and understanding of Pygmy Goats, primarily in the state of New Mexico

Article III: Membership

Section 1: The number of members of the club shall not be limited, until such time that it is deemed necessary. At such time, in accordance to these bylaws, an amendment must be submitted, voted upon, and approved by the membership.

Section 2:

The membership shall consist of such persons and corporations favorable to the purpose of the club, (as stated in Article II.) The NMPGC will not be used for personal or family gain. No person shall be excluded from membership, regardless of race, color, religious preference, sexual orientation, age, disability, national origin, or veteran status.

Section 3:

No member of the club, or the Executive Board, shall be compensated for his/her attendance, at any regular or special meeting. They shall not be paid compensation, such as salary or benefit from non-payment of membership dues or class/show or entry fees, in exchange for works performed, unless prior approval is obtained by a quorum.

Article IV: Officers

Section 1: The NMPGC shall have the following elected officers: President, Vice-President, Secretary, Treasure, Parliamentarian, and two (2) Board of Directors.

Section 2: Duties and qualifications of officers are documented in the bylaws, Article IV, Duties of the Officers.

Section 3: It is understood that no more than two (2) members of the same immediate family shall be able to hold two (2) elected offices. (Immediate family is considered to be husband/wife, sister/brother, parent/child, cohabitants, or in-laws, etc.)

Section 4: At the time of Presidential change over, due to the expiration of a term of office, or a voluntary withdrawal of leadership at the end of a term, the outgoing President will automatically become a Non-Voting Board of Director member. This term shall be for no more than three (3) years. This is to insure continued strength to the club and to the Executive Board for the ensuing year.

Article V: Meetings

Section 1: The first Sunday of each month shall be designated as the regular general meeting day of the NMPGC, unless otherwise designated by the President, Any meeting shall be considered a regular meeting and any official business can be conducted at any meeting.

Section 2: Emergency meetings, which concern the immediate welfare of the club, may be called by the President, Board of Directors or the Executive Board, at any time, with the membership being duly notified.

Section 3: The regular meeting in the month of November, of each year, shall be known as the "ANNUAL MEETING". The officer election results shall be announced at the ANNUAL MEETING. The newly elected officers and committee appointments shall assume their duties at the January meeting of the following year. The ensuing year's show schedule and chairpersons will be determined by the ANNUAL MEETING.

Article VI: Amendment of the Bylaws

Section 1: The bylaws may be amended by submitting the proposed amendment, in writing, signed by the member or members proposing the amendment change to the secretary, at any meeting. The secretary shall read the proposed amendment to the members present at the meeting, and shall table the proposal until the next regular meeting. The secretary will send a copy of the proposed amendment change to the membership with an enclosed form requesting comments, declaring the date of the vote, and to give members a chance to submit a proxy vote either for or against the proposed amendment change. At the next regular meeting, a vote of at least two-thirds (2/3) (including proxy votes), shall be necessary for the amendment to become part of the bylaws.

Section 2: The secretary shall have available to the membership a copy of the current constitution and bylaws. The secretary shall see that the newsletter editor receives a current copy of the constitution and bylaws to be placed in the January NMPGC newsletter. Any and all future amendment changes will be published in the subsequent newsletters.

NMPGC Bylaws
Updated Jan. 2005

Article 1: Election of Officers

Section 1: All officers shall be elected, every year, by written majority vote. The Election Committee will implement the election process as stated in Article VIII, Section 3, Committees.

Section 2: All seven (7) elected officers shall make up the "Executive Board".

Section 3: There shall be no maximum length of term of office for any member of the "Executive Board".

Section 4: At no time during voting shall new nominations be permitted.

Article II: Quorum

Section 1: Two thirds (2/3) of the membership present shall constitute a quorum, at any meeting.

Article III: Rules of Order

Section 1: Robert's Rules of Order shall govern the meetings of the club. The parliamentarian shall see that the rules are followed.

Section 2: Any official correspondence from the NMPGC must be written on club letterhead and signed by at least two (2) elected officers. If correspondence is sent without letterhead or signatures, it will not be considered an official correspondence from the NMPGC. A copy will be printed and given to the secretary to be placed in the club records.

Article IV: Duties of the Officers

President:

The president shall be the principal executive officer of the club. He/She shall supervise the affairs of the club and shall reside at all the meetings. He/She may sign, together with any other officer, any document necessary to the operation of the club. He/She shall perform all duties incident to the office of the president and any others as may be assigned by the Executive Board or membership. The president shall be a non-voting member of the club. In such circumstances, the president may cast a vote so as to create a majority decision.

Vice President:

The vice president, in the absence of the president, or in the event of his/her inability, or refusal to act, shall perform the duties of the president and when so acting, shall have all the powers of, and be subject to all the restrictions of the president.

Secretary:

The secretary shall keep the minutes of the club, or cause to be kept, a book of minutes of all meetings for the club, and send a copy to the web master. The secretary shall be the custodian of the club records as they pertain to the membership. At the end of each term, all club records, i.e.: copy of the minutes of all meetings, officer and committee reports, inventories, show class sheets and results, end of the year reports/awards, newsletters, financial and treasurer's reports, shall be placed in a centralized area for easy access for future reference. The secretary shall perform all duties incident to the office of the secretary and the president or the Executive Board may assign such other duties as to the office.

The secretary will make available a current copy of the constitution and bylaws to the membership and a copy to the newsletter editor to be placed in the January newsletter, of each year.

The secretary will send out written notice, on January 31, of each year to any member who is delinquent in their annual membership dues for the current year stating their membership is being dropped as of March 1, of the current year, for non-payment of dues.

Treasurer:

The treasurer shall be responsible for all funds of the club and shall keep regular, full and true accounts of all receipts and disbursements. The treasurer shall receive and give receipt for monies upon request due and payable to the club. He/She shall make a detailed report whenever called for by the Executive Board or the membership. All monies of the club shall be kept in such a bank or banks or other depositories as the Executive Board may direct or approve. The treasurer will submit a written end of the year financial report to be printed in the January newsletter and give a copy to the secretary no later than the December meeting, of the current year, to be placed in the club records.

Board of Directors:

The primary function of the Board of Directors is to protect the well being of the membership of the club and to supervise the affairs of the elected officers. At such time, as deemed necessary by the elected officers, a vote by all elected members known as the "Executive Board" will be needed to make decisions effecting the club without prior approval from the total membership. The general membership will be duly notified of any decisions made at this meeting. The Board of Directors shall be required to attend all meetings with the exception of extreme circumstances. The outgoing president is a non-elected, non-voting member of the Board of Directors for three years.

Parliamentarian:

The parliamentarian shall enforce the Robert's Rules of Order at all meetings of the club and/or Executive Board. The parliamentarian is, therefore, charged with the duties to see that all meetings run in accordance with Robert's Rules of Order and the parliamentarian does have the power to stop any meeting or to request the removal of any member or guest.

All Officers:

All officers will submit a written inventory of any NMPGC property that he/she may be in possession of. The written inventory will be submitted to the secretary no later than the December meeting, of the current year, to be placed in the club records.

Article V: Removal of Officers

- Section 1: An officer of the NMPGC may be removed, while in office, by a 2/3 membership vote, for failure to perform his/her official duties. Such removal shall have no bearing on his/her membership as a regular member.
- Section 2: Any officer may resign, at any time, upon giving written notice to the Executive Board.
- Section 3: In the case of death, resignation, or removal from office, the Board of Directors will be implemented to follow the election procedures, to fill the unexpired term of said office.
- Section 4: An officer of NMPGC may be impeached for failure to perform his/her official duties. Such impeachment shall have no bearing on his/her membership as a regular member.
- Section 5: At such time that charges have been filed, the president shall appoint a Resolution Committee, consisting of the Board of Directors. If the charges are being filed against the president, the vice president will appoint the Resolution Committee. Additional committee appointment will be done by natural progression of officers.

Article VI: Rights of Members

- Section 1: Any member shall have the right to attend all functions of the club.
- Section 2: He/She may serve on any committee, either elected or appointed.
- Section 3: A member shall have the right to defend him/herself, or grievance before the Executive Board if he/she feels any action by a committee, individual, or group of individuals effecting him/her is unjust or improper. The result shall be conclusive and final.
- Section 4: Each voting member shall be entitled to one (1) vote. Membership may not be transferred and members shall have no property rights to property of the club.

Article VII: Duties and Discipline of Member

- Section 1: Each member of the NMPGC shall adhere to said bylaws of the club.
- Section 2: Any member may resign from the club. The club is under no obligation to refund any membership dues to the resigning member.
- Section 3: Annual membership dues are due on January 1, of the current year. A membership will be considered lapsed and automatically terminated as of March 1, of the current year. If such member's membership dues remain unpaid by February 28, of the current year, a \$5.00 late fee will be assessed as of March 1 of the current year, to any lapsed membership.
- Section 4: In the event a NMPGC member demonstrates or verbalizes negative actions which are counterproductive and not a positive reflection of fellow members or the organization, this member shall:
- A. Receive a verbal warning or counseling about said matter from the club president.
 - B. If a second episode occurs, the member shall receive a written notice from the Resolution Committee members outlining the issue with a request to refrain from the behavior.
 - C. In the event the member continues to demonstrate the same action for which he/she was previously notified, the Resolution Committee will collectively determine a course of disciplinary action which can include up to the cancellation of his/her NMPGC membership.
- Section 5: Any person writing a check to the NMPGC which is returned from the bank for non-sufficient funds (NSF), shall be responsible for repayment of the amount the check was written and for the amount of the NSF fee, that was charged to the club, from the bank. If two (2) checks are returned, to the club, from the bank, for non-sufficient funds (NSF), the writer of the check will lose privileges to write checks to the club, and will be placed on a "cash only" basis. The club will not accept checks dated after the date of the meeting or function.
- Section 6: All entry fees for shows, including substitutions, additions to a show, and late fees, shall be paid in full prior to the beginning of the first (1) class of the current show. The club will not accept post-dated checks for any reason.

Article VIII: Committees

Section 1: All standing committees, appointed or elected, shall exist for the duration (of the current year. The Chairperson shall submit a written report, including a true financial and inventory report and then report back to the membership on the committee's progress, at the conclusion of the function. The president will appoint a chairperson for each committee, from those members who have volunteered to work on the committee. The written report will be submitted to the secretary no later than the December meeting, of the current year, to be placed in the club records. Any

committee receiving funds for the NMPGC, will verify the transaction, turn the funds over to the treasurer, and receive a receipt for the same. Any committee member may resign from their appointment at any time upon written notice to the Board of Directors.

Section 2: Standing and suggested committees, appointed as needed are: Public Relations/Promotions, Elections, End of the Year Report/Awards, Memo Editor, Newsletter Editor, Website Master, Photographer, State Fair Book Editor, State Fair Parade, Membership Calling, Concession/Raffle, Merchandise, Futurity, Show Chair, Resolution.

Section 3: The Election Committee shall consist of at least two (2) members, who do not hold an elective office. Before the October meeting, of the current year, they will contact the membership and make a list of members who are interested in running for an elective office. They will compile the ballot, listing the offices and names, declaring the deadline to be the opening of the annual meeting in November, of the current year. The ballots will be mailed individually, via US mail to the membership, no later than the October meeting, of the current year. The completed ballots will be mailed to the Election Committee, who will bring them to the November meeting, UNOPENED. The Election Committee will open and count the ballots before the opening of the stated annual meeting. The results of the election will be announced at the annual meeting.

Section 4: The person in charge of a club show shall be named "Show Chair" and must be a current member of the club. If there is an assistant, they will be named "Co-Show Chair" and must be a current member of the club. In the instance where the show chair is not 18 years of age or older, then it is mandatory that they are assigned and assisted by a co-show chair who is 18 years of age or older.

Section 6: It is required that the show chair submits show results and show pictures to the NPGA Memo.

Article IX: Classification and Fees of Membership

Section 1: \$20.00 annual dues are payable, on or before the first day of January, of each year.

Section 2: Family membership (all members residing within the same household) initial dues of \$20.00 and subsequent annual dues of \$20.00, with one (1) voting right.

Section 3: New membership is figured on a pro-rated basis as follows: Members joining prior to July 1, of the current year, shall be charged \$20.00. Members joining on or after July 1, of the current year, shall be charged \$10.00. At the end of the current year, the annual rate of \$20.00 is due.

Section 4: Class entry fees are as follows: \$7.00 for NMPGC members per entry, per class; \$9.00 for non-members per entry, per class; \$2.00 for showmanship per person; and \$3.00 office fee per entry form per show.

Section 5: Only does that cannot be registered based on parentage will qualify to be shown in the unregistered classes.

Section 6: The annual July show will consist of a show and a Futurity show. There will be an annual Futurity show with detailed results published in subsequent club newsletter.

Article X: Dissolution of the Organization

Section 1: The organization known as the New Mexico Pygmy Goat Club (NMPGC), may be dissolved upon a majority vote of the membership. Upon dissolution of said organization, after all debts have been met, the organization's property and assets shall be distributed to the National Pygmy Goat Association.

Article XI: Order of Business

Section 1: Robert's Rules of Order shall be used as the general guideline of the NMPGC.

Section 2: Order of business for the NMPGC meetings, is as follows:

- A. meeting called to order
- B. secretary shall log and report the number of members and guests present
- C. "Special Program" presented
- D. secretary shall read minutes of the previous meeting
- E. treasurer shall present the financial statement
- F. other officer reports
- G. committee reports
- H. unfinished business
- I. new business
- J. secretary shall note the meeting, the date, location, and time adjourned
- K. recreation and refreshment, if provided