

BY LAWS
ALABAMA ANGUS WOMEN'S ASSOCIATION, INC.
A non-profit corporation

ARTICLE I – Name

Alabama Angus Women's Association, Inc.

ARTICLE II – Logo

AAWA

ARTICLE III – Purpose

The purpose of this non-profit corporation is to promote interest in the Angus breed through engaging in educational, promotional, social and other functions appropriate to this organization.

This organization is a non-profit organization.

ARTICLE IV – Membership

Section 1: Spouses of Alabama Angus Association members and other interested parties become members by declaring their intent to participate. Voting privileges are held by those members who have paid their dues.

Section 2: Types of Membership

- A. Participant Member – has not paid dues
- B. Regular Member – has paid annual dues
- C. Life Member – has paid a one-time fee for a life membership.
- D. Honorary Membership – does not pay dues. Membership awarded to a person who has provided some outstanding service that benefits the Angus breed.

Section 3: Dues

- A. Annual dues are \$5.00 per member
- B. One-time dues for life membership of \$50.00.

Section 4: The officers terms and membership year runs from November 1st thru October 31st. The fiscal year runs from January 1st thru December 31st.

ARTICLE V – Elections/Term of Office

- Section 1: The nominations committee will submit a slate of names for the vacated offices to the membership at the annual spring meeting. Names may be added by the membership at this time. Voting is done by secret ballot by the members present. A person is elected by receiving the most votes.
- Section 2: Officers taking office after April 15, 2004, will take office on November 1st following their election at the annual meeting.
- Section 3: Offices vacated prior to the expiration of the term are filled by the President appointing a person to fill the position for the remaining term
- Section 4: The term of an elected office is for two years. No limit to terms served.

ARTICLE VI – Officers

- Section 1: President
- A. Presides at all meetings of the organization.
 - B. Appoints committees and their chairpersons; see that they function as they should and on time.
 - C. Appoints members to fill elective offices vacated until the next election.
 - D. Serves as ex officio member of all committees, except the Nominating and Honors Committees.
 - E. May call meetings as the need arises.
 - F. Reviews all correspondence, reports, and expenditures for final disposition.
 - G. Co-signs association checks.
 - H. May request or designate another person to assist with or carry out presidential responsibilities.
- Section 2: President-Elect
- A. Automatically becomes next president.
 - B. Serves in the absence of the President.
 - C. Performs such duties as the President may request.

- D. Chairs the following committees:
 - 1. Scholarship
 - 2. Program

Section 3: Secretary

- A. Keep accurate records of all meetings.
- B. Present minutes from all previous meetings.
- C. A copy of the minutes must be shared with the president within 30 days following the date of the meeting.
- D. Prepare communication with the American Angus Auxiliary and for all other purposes as requested by the President.
- E. All reports and correspondence must be submitted to the President for review and final disposition.
- F. Make copies of minutes and Annual Report available to members at all regular meetings and upon request.
- G. Serves on the Scholarship Committee.

Section 4: Treasurer

- A. Keep accurate records of incoming funds and expenditures using forms and procedures adapted by the Executive Committee.
- B. Deposit monies received within 10 days of receipt.
- C. Receive bills and pay same about 14 days prior to the bills due date.
- D. Present a Treasurer's report at each regular meeting covering action up to that date.
- E. A Treasurer's report must be shared with the President two weeks prior to each meeting with a copy to the Finance Committee.
- F. Prepare and present the Annual Report at the annual Spring Meeting.
- G. All checks require the Treasurer and one (1) other person.
- H. Make copies of the report available to members at all regular meetings and upon request.
- I. Serves on the Scholarship Committee.
- J. Chairs the Finance Committee.
- K. All revenues must be counted upon receipt by the Treasurer and one (1) other person.

Section 5: Immediate Past President

- A. Serves as advisor to the President.
- B. Serves as chair of the Honors Committee.
- C. Serves as chair of the Audit Committee.
- D. Serves as Historian.
- E. Displays scrapbook at Annual Meeting and Field Day.

Section 6. Advisor to the Juniors

- A. May serve as a consultant to the Alabama Angus Association and AAWA on the Junior's affairs.
- B. May serve on the Scholarship Committee, but cannot vote on the awarding of scholarships.

- Section 7: Regional Directors
- A. Carry out assignments from President (ex. Beef promotion) and dissemination of information.
 - B. Directors will be appointed by the President. The President has the authority to change directors before the 2-year term expires if necessary.
 - C. The state will be divided up to and including eight (8) regions.
 - D. There will be one director for each region.
 - E. These directors may be invited to attend the Executive Board Meetings.
 - F. Directors will serve two (2) years.

ARTICLE VII – Committees

- Section 1: The President serves as an ex officio member of all committees; except the Nominating and Honors Committee.
- Section 2: Chairperson and committee members are appointed by the President or the presidential appointee.
- Section 3: Committee will abide by the guidelines established for each committee by the Executive Committee and the chairpersons of said committee.
- Section 4: Committee chairs will give reports of all activities and funds turned into them at regular meetings.
- Section 5: Ad Hoc Committees may be approved as deemed necessary by the President.
- Section 6: Standing Committees
- A. Executive Committee - Chaired by the President
 - 1. Made up of the current officers (President, President-elect, Past President, Secretary, Treasurer, and other members upon request of the President.
 - 2. Serves in an advisory capacity to the President.
 - 3. Assists with receiving reports and other matters as requested by the President.
 - 4. Serves on the Honors Committee (but not the President).
 - 5. Serves on the Scholarship Committee.
 - 6. Serves on the Ways and Means Committee.
 - B. Audit Committee - Chaired by the Past-President.
 - 1. Two persons appointed by President to serve on this committee.
 - 2. Audits the association books (if maintained) and those of the AWA funds during the month of October, or when there is a change in office of Treasurer.

- C. Program Committee - Chaired by the President-elect if available.
 - 1. Beef promotion.
 - 2. Conducts activities at Field Day.

- D. Historian - Chaired by the Past President if available.
 - 1. Scrapbook, stories, photographs.
 - 2. Displays scrapbook at Annual Meeting and Field Day.

- E. Honors Committee - Past President chairs the committee if available and is supported by members at large.
 - 1. Honorary Membership.
 - 2. Achievement Awards.
 - 3. Distinguished Women.

- F. Nominating Committee Chairperson to be appointed.

- G. Queen/Ambassador Chairperson - to be appointed.

- H. Scholarship Committee - Chaired by President-elect if available.
 - 1. Consists of the President, President-elect, Secretary, Treasurer and Advisor to the juniors.
 - 2. Advisor to the juniors will act as a consultant but will not vote on the awarding of the scholarship.
 - 3. Conduct an annual scholarship contest and judge the entries.
 - 4. Award a scholarship decided on by guidelines of the Scholarship Committees.
 - 5. No scholarship will be given to the same recipient twice.

- I. Finance Committee - Chaired by Treasurer.
 - 1. Plan and present a budget to the membership at the Annual Meeting.
 - 2. Monitor finances during the year by studying Treasurer's reports. If a problem is noted, it should be brought immediately to the attention of the President and the Executive Committee.
 - 3. If any item is going to exceed the budget, it must be brought before the Executive Committee for approval and the budget amended before the Treasurer can pay the bill.
 - 4. Must have a budget meeting prior to the Annual Meeting to prepare the budget.
 - a. Budgeted expenses must not exceed expected income.
 - 5. Present budget for approval at open business meeting at Annual Meeting.

ARTICLE VIII - Meetings

Section 1: The Annual Meeting of the Alabama Angus Women's Association will be held at the time and place of the Annual Meeting of the Alabama Angus Association. Other meetings may be called by the President.

ARTICLE IX – Amendments

Section 1: The power to alter, amend, repeal, or accept new by-laws shall be vested in the Executive Board. The Executive Board is required to obtain a favorable majority vote from the general membership at a regular or special called meeting.

ARTICLE X – Audit

Section 1: An audit will be conducted in October of each year or at such time there is a change in the person filling the office of Treasurer.

Section 2: The Treasurer must send a copy of the Treasurer's report to each member of the Audit Committee and the President prior to the audit.
A. Past-President chairs the committee.
B. President appoints two others for committee.

I, Sabrina L. McKinney, do hereby certify that the above cited By-Laws of the Alabama Angus Women's Association are a true and correct copy said By-Laws as adopted by the Alabama Angus Women's Association as they appear of record. Done and dated this ____ day of _____, 2004.

Sabrina L. McKinney
2004 – 2006 Vice President and
Incorporator of Record.