

Lucas County Agricultural Society

The By-Laws

of the Lucas County Agricultural Society

Adopted September 2014



2014

The BY-LAWS of the
Lucas County Agricultural Society

Article No. 1
Section 1

MEETINGS – The Board of Directors shall hold a monthly meeting on the 3rd Tuesday of each month at 7 pm unless said meeting is deemed not necessary with the exception of the Organizational Meeting held at the conclusion of the Annual Meeting on the 2nd Saturday in September.

Article No. 2
Section 1

DUTIES OF THE PRESIDENT - The President shall:

- A. Preside at all meetings of the Society, the Board of Directors and the Executive Committee.
- B. Be an ex-officio member of all standing committees.
- C. Exercise a general supervision over the affairs of the Society and perform the duties prescribed in the Constitution, and other such duties as usually delegated to him/her by virtue of the office.
- D. Appoint all Committee Chairpersons and Department Heads and such Department Head appointments shall be confirmed by the Board of Directors.

Section 2

DUTIES OF THE VICE PRESIDENT- The Vice President shall perform all the duties of the President in his/her absence.

Section 3

DUTIES OF THE RECORDING SECRETARY – The Recording Secretary shall:

- A. Attend all meetings of the Board of Directors, and the Executive Committee. Keeps an accurate record of the proceedings thereof a signed copy delivered to Lucas County Agricultural Society office, and reporting them at the next regular meeting of the Board of Directors.
- B. Attend committee meetings when requested to do so by the chairman

C. At the close of the term of Office the Secretary shall deliver to his/her successor all records and property of the Society.

D. It is recommended that minutes be emailed two (2) weeks prior to the monthly board meeting. Board Members without email shall notify the Lucas County Agricultural Society if they request a copy mailed.

Section 4

DUTIES OF THE TREASURER – The Treasurer shall:

- A. Countersign all checks issued by the Lucas County Agricultural Society office for the payment of debts by the Society.
- B. Countersign all withdrawal slips for monies withdrawn from the Savings Accounts of the Society.
- C. Report Financials to Director Monthly
- D. Receive all monies and deposit the monies in the official depository of the Society. The Office Personnel shall turn over a copy of all deposit slips received by the bank, receiving a receipt for the monies deposited.
- E. Verify bank statements, bank reconciliations, reports and Chair on the Audit Committee.

Section 5

EXECUTIVE COMMITTEE – The Executive Committee shall:

- A. Consist of the President, Vice President, Recording Secretary and Treasurer. It is understood that the members of the Lucas County Agricultural Society Board of Directors are aware of the Board's Conflict of Interest Policy and have signed the annual Conflict of Interest Statement as an officer of the Board. The Executive Committee shall have full power and authority of the affairs of the Society in an emergency situation. "Emergency is defined as a situation that poses an immediate risk to health, life, property or environment and cannot wait to be acted on at a regularly scheduled Board of Directors meeting. The Executive Committee shall report the emergency action to the Board of Directors at the next regularly scheduled meeting.

Section 6

AUDITING COMMITTEE (appointed by the Treasurer) - The Auditing Committee shall consist of three (3) members of the Society, who may or may not be directors, but the

Chairman of the committee shall be a Director. It shall be their duty to inspect and audit the accounts, books and minutes of the Lucas County Agricultural Society and report the results of its finding at the Annual Meeting; their report to be made part of the records of the Society while following the State of Ohio rules for compliance.

Section 7

BOARD OF DIRECTORS -

1. They must be a member in good standing.
2. Must attend all Board Meetings
3. Let it be mandatory that all Board Members must attend no less than one (1) OFMA meeting per year as a Director for the Lucas County Agricultural Society.
4. Must actively participate in Lucas County Agricultural Society Events.
5. All Directors must sign the current Conflict of Interest policy and Code of Conduct shall be signed prior to installation.

Section 8

DIRECTORS OF DEPARTMENTS – Directors shall exercise a general supervision over their respective departments, provide for competent judges and record the decision of the judges in the proper classes.

Section 9

PASSES – All passes for employees, helpers and others shall be approved by the Lucas County Agricultural Society Board of Directors.

Article No. 3 **Section 1**

AMENDMENTS – These By-Laws, having been enacted by the Lucas County Agricultural Society, are being amended and revised on September 13, 2014. They will supersede those previously in effect and may be amended at any Annual Meeting held in September of each year.

President

Secretary

Adopted at the Annual Meeting of the Lucas County Agricultural Society held on Sept. 13,
2014 by a majority vote.

ATTESTED: _____

Recording Secretary

Date