

# **By-laws of the Johnson County Fair Association**

*Amended November 5, 2008*

## **Section 1:**

The name of this association shall be the Johnson County Fair Association.

## **Section 2:**

The objectives of this association shall be the encouragement of agriculture, horticulture, raising livestock, culinary arts, home economics, needle work, and educational work including all open, 4-H and FFA activities. The Johnson County Fair Association shall hold an annual Johnson County Fair and may adopt rules and regulations to govern the fair.

## **Section 3:**

All members of the Johnson County Fair Association shall be named the general board of directors of the Johnson County Fair Association.

## **Section 4:**

Any citizen interested in the objectives of the Johnson County Fair Association may become a member of the general board of directors upon written request by the citizen. The general board members shall vote, at any general board of directors meeting, on whether or not to allow a person membership. Citizens requesting membership will not be eligible to vote at the same meeting in which they become members.

**Section 5:**

The daily business of the Johnson County Fair Association shall be conducted by an executive board of directors made up of 15 individuals qualified and willing to serve the Johnson County Fair Association.

**Section 6:**

An annual meeting of the general board of directors shall be held on the first Wednesday of November each year. Special meetings of the general board of directors may be called as required to conduct the business of the Johnson County Fair Association. Members of the general board of director's present at any meeting shall constitute a quorum.

**Section 7:**

The general board of directors shall, at the annual meeting of the Johnson County Fair Association beginning in November of 1991, elect an executive board of directors numbering 15. The initial election of Executive Board members shall be five (5) members elected to a three (3) year term, five (5) shall be elected to a two (2) year term, and five (5) shall be elected to a one(1) year term, each successive year thereafter the general board of directors shall: at the annual meeting of the general board of directors, elect five (5) executive board members to serve a three (3) year term each.

**Section 8:**

The executive board members whose terms expire shall be automatically an incumbent for re-election unless otherwise requested by the incumbent. If the incumbent is not seeking re-election the executive board may appoint a committee to find general board members that are qualified and willing to serve and nominate them for election. The general board may nominate from the floor other persons

qualified to serve as executive board members. Each general board member present at the annual meeting shall cast the five (5) ballots and the five (5) nominees with the highest ballot count shall become the new executive board of directors. In case of a tie between candidates with the lowest ballot count a runoff, election shall be conducted immediately after verification of the vote.

### **Section 9:**

Immediately after the annual meeting of the general board of directors, the executive board of directors shall meet and elect, from within the executive board of directors, presiding officers for the next year; president, vice president, secretary, treasurer, assistant secretary treasurer, livestock superintendent, building superintendent. Presiding officers and superintendents shall serve one year terms but may be re-elected; however, the president may not serve more than a two (2) consecutive one (1) year terms. The livestock and building superintendent shall have the option to appoint assistants if they so desire.

### **Section 10:**

The president shall preside over all meetings of the general board of directors and the executive board of directors, and shall have all powers associated with the position, including but not limited to signing deeds, contracts for maintenance and improvement of fair property. The president shall cast the deciding vote to break any tie except for an election described in section 8. The vice president shall perform the duties of the president when the president is absent or incapacitated. The secretary shall keep an accurate account of the proceedings of the meetings of the general board of directors and the executive board of directors and perform all other duties required of the office. The treasurer shall keep an accurate record of all money

received and from what source, all expenditures and for what purpose, furnish and itemized report of same each executive board of directors meeting and all meetings of the general board of directors. The assistant secretary and or treasurer shall perform the duties of the secretary and or treasurer when the secretary and/or treasurer are absent or incapacitated.

### **Section 11:**

The constitution and bylaws of the Johnson County Fair Association may be amended by the majority vote of the general board of directors at the annual meeting of the general board of directors. Proposed amendments to the constitution and the bylaws shall be published and delivered to each member of the general board of directors at least (14) fourteen days prior to the annual meeting of the general board of directors.

### **Section 12:**

The President may call a special meeting of the general board of directors at any time; however, board members shall be given a minimum of (10) days' notice of pending meetings and the business to be transacted. Any executive board member may request a special meeting of the general board of directors but a panel of not less than five (5) executive board members shall be polled to determine the need of a general board meeting.

Any executive board member may request a special session of the executive board, however at least 24 hours' notice must be given to all executive board members before calling any special session to order a quorum\*of executive board members must be present. The President of the Johnson County Fair Association may order a special session of the executive board of directors provided a majority are willing to

waive a 24-hour notice. (a quorum shall be one more person than half the total executive board membership)

**Section 13:**

The executive board of directors shall meet at least one time per month to discuss and conduct the business of the Johnson County Fair Association. Each member of this board is a delegate representing the taxpayers of Johnson County and members of the general board of directors; therefore, attendance of the business meetings is required. The executive board of directors reserves the right to review each member's attendance. If an executive board member fails to attend one more than ½ of the monthly meetings, in a fiscal year, the executive board may by majority vote, move for that members dismissal from the executive board of directors. (fiscal year shall be November to October)

**Section 14:**

The executive board of directors shall enter into all contracts for fairground capital improvements in compliance with Johnson County governmental regulations. The executive board of directors may enter into contracts for work described as maintenance or operation to conduct the daily business of the Johnson County Fair association.

**Section 15:**

This section was deleted November 5, 2008.

**Section 16:**

Bank account signing authority shall include the president, treasurer, and assistant secretary/treasurer.

**Section 17:**

All disputes on proper parliamentary procedure shall be decided by the Robert's Rules of Order. Interpreted by the Johnson County Fair Association president.

**Section 18:**

In the event of vacancy on the executive board of directors for any reason a member of the general board of directors shall be appointed, by the executive board of directors to fill the unexpired term of the vacancy.

**Section 19:**

The Johnson County Fair shall be held the week prior to the first (1) Sunday in August.