

Guide Lines for the Kansas Jr. Angus Association

Supplement to the KJAA By-Laws - accepted and passed unanimously by the membership of the Ks Jr Angus Association. 2001

Elections/Officer-Director and Advisor Responsibilities.

I. Slating of Officers

The immediate past president, president and advisors will make-up the slate committee. The committee will accept applications that address a potential candidate's qualifications and what office the candidate is interested in. The slate will then be presented to the junior members at the State Jr. Angus Show. Officers and directors will be voted on according to the Kansas Jr. Angus By-laws (Article V, section 1).

Officers and directors are elected at the summer KAA show. Term is one year, August 1 to August 1.

II. Officer Duties

Immediate Past President - shall be co-chair to the budget committee, as well as chairman of the committee that slates officers. This person should also aid and assist the officer team at all meetings and functions .Shall present the slate of officers for election; will receive officer applications and present them to the slating committee. *If the person serving as the immediate past president is no-longer a KJAA member due to age (past age 21) he/she shall serve as an ex-officio member of the executive committee without voting privileges and will serve as an advisor to the president and executive committee in the duties outlined previously.*

President shall be in charge of receiving all entries for Kansas Junior Angus Shows and serve as show chairman. Shall be responsible for class set up for the show and showmanship and will be in charge of the programs for the shows. Will be a part of the slating committee; Will receive delegate and candidate applications and present applicants to the membership. Will be the primary selector and contactor of the cattle judge for the summer State Junior Angus Show .The president shall also preside at all meetings, appoint committees or chairpersons not otherwise provided for and perform any other duties pertaining to the office of president, including the calling of executive meetings. The president shall submit an article or letter for publication in each issue of the Kansas Angus News as well as entry forms and other notices to the membership when needed, all submissions shall be completed by the deadlines set by the KAA. The president shall give report on junior activities at the annual meeting and banquet of the Kansas Angus Association. The president shall chair the annual semen auction fund raiser. The president shall

coordinate events through the office of the Ks Angus Association and prepare and give a report during the annual meeting of the KAA.

President-elect shall coordinate elections with the nominating/slate committee for the Kansas Junior Angus Association. The president-elect will also be responsible for check-in at all Kansas Junior Angus shows. He/She shall be the chairman for all State contests including securing contest judges and taking contest entries with the exception of showmanship. The president-elect will preside in the absence of the president, performing all duties pertaining to that office.

Vice-President shall be the chairman of the booth /stall display at the National Jr. Angus Show. The vice-president will assist the president in finding ring man, announcers, and line-up crew for the Kansas Jr. Angus shows.

Secretary shall keep a current roll of all members (new and old) with their addresses. The secretary will be required to keep minutes of all meetings (executive and membership), which will be published in a timely manner in the Kansas Angus News. He/she may accept receipts and turn them over to the treasurer, and will coordinate all correspondence for the Kansas Jr. Angus Association.

Treasurer shall keep an accurate record of all receipts and expenses, collect and dispense funds as directed by the membership, and give a report of such at each meeting. The treasurer will be the co-chairman for the budget committee, and will chair the prize and awards committee. Shall submit all new members complete information to the keeper of the permanent KJAA role.

Reporter /Historian is responsible for sending pertinent news articles to the Kansas Angus News and serve as historian preparing the scrapbook for the National Jr. Angus show.

Membership Director shall be responsible for welcoming new Jr. Members. Membership director shall using the new junior member listing provided to advisors by the American Angus Association contact members who are not members of the KJAA with an invitation to join the KJAA. Shall work with district directors in recruiting new members. This person will also be in charge of sending information to out-going members about the Kansas Angus Association and the Kansas Angus Auxiliary.

District Directors (8) shall promote the KJAA within their district, shall encourage new members within their district. Each director shall be responsible for securing award sponsors for state shows under the direction of the awards chairman (KJAA treasurer).

Advisors shall advise and guide the officers, directors and members and serve according the by-laws of the Kansas Jr. Angus Association. Advisors serve a 3 year term. The Kansas Angus Association secretary/fieldman shall act as an advisor to facilitate a good working relationship between the adult and junior organizations; to act as a contact and permanent address for all Associations; to contract facilities, to insure timely publication of junior events and activities in the Ks angus News; to serve as a liaison between the associations and to facilitate continuity as advisors rotate in and out of terms. There shall be 3 advisors (or 3 couples, plus the KAA secretary fieldman.)

III. Delegates and Candidates

There will be a questionnaire/entry form for anyone interested in applying. Delegates will be elected according to the Kansas Jr. Angus By-laws (Article IX, section 1). This form is submitted to the president.

Members wanting to be considered as a candidate for the National Junior Angus Association Board of Directors must apply by entry form posted in the Kansas Angus News. If more than one member wishes to be a candidate a form similar to the national candidate form must be submitted to the president.

Selection of delegates and candidates are made at the meeting during the Kansas Angus Futurity each year.

IV. Succession

In the event that an officer is not able to fulfill his/her duties, the executive board (Section VI, section 3) reserves the right to appoint a qualified individual to fulfill the duties of the vacant office until the next election.

Members are expected to participate in the activities of the association and follow all rules and guidelines set forth by the By Laws and published and/ or printed show, activity and contest rules.

By-law Amendments

Article IV: Section 1

The officers of the Association shall consist of an *immediate past president*, president, president-elect, vice-president, secretary, treasurer, reporter, and *membership director*.

Guideline additions

2004- A co-reporter may be elected if sufficient qualified officer applications are received or the office may be divided into two separate offices; Reporter and Historian. The officer nomination/slating committee must accept that it is in the best interest of the membership and puts forth a nomination for co-reporter or two separate offices of historian and reporter in the officer slate.

2006- A 2nd vice president may be elected if sufficient qualified officer applications are received. The officer nomination/slating committee must accept that it is in the best interest of the membership and puts forth a nomination for 2nd vice president in the officer slate. The 2nd vice president shall assist the president-elect in his/her duties and serve as the *co-chairman* of the booth and stall display at the NJAS.