

National Young Farmers Educational Association By-Laws

A Non-Profit Corporation

Article I – Purposes and Objectives

Section A: The name of this corporation is National Young Farmers Educational Association, doing business as NYFEA, and hereinafter, for the purposes of this document, will be referred to as the Association.

Section B: Purposes Of Association - The primary purposes of this Association are as follows:

- a. To promote the personal and professional growth of all people involved in agriculture, agri-business, ag education, or anyone who is interested in agriculture.
- b. To develop leaders, inspire service, strengthen communities, and enhance the success potential for American agriculture, especially the beginning farmers and producers.
- c. To accomplish this through programs and services designed to provide: a national framework to inspire personal achievement, educational opportunities to build business and environmental stewardship skills, and leadership and service opportunities for living and working in a local and global community.

Section C: Limitations - This Association is not organized for profit and no part of the net earnings, if any, of this Association, either during its existence or upon its dissolution, shall ever inure to the benefit of any private shareholder or individual, or any director or officer thereof and the property of this Association is irrevocably dedicated to the purposes stated herein. Upon the dissolution, liquidation or winding up of this Association, or upon abandonment, the assets of this Association remaining after payment of or provision for all debts or liabilities of this corporation shall be distributed transferred to the member state organizations which, at the time, qualify as exempt organizations under section 501(-c)-3 of the Internal Revenue code of 1954 (or the corresponding provision of any future United States revenue Law) in proportion to the individual memberships held by each qualified member State Association at the time of dissolution of the Association or by assignation of the voting delegate body.

Section D: Fiscal Year - The Association's fiscal year shall be November 1 to October 31. [This line item was moved from the constitution.] The fiscal and membership year of the Association shall may be determined from time to time by the Board of Directors.

Article II - Registered Agent

Section A: The Association's registered agent is the national executive vice-president ~~director~~.

Section B: The location of the NYFEA headquarters is to be determined by the National Board of Directors. The principal office for the transaction of the activities and affairs of this corporation is located at P. O. Box 20326, Montgomery, AL, 36120 . The Board of Directors may change the location of the principal office. Any such change of location must be noted by the Secretary in these bylaws; alternatively, this Section may be amended to state the new location. The Board of Directors may at any time establish branch or subordinate offices at any place or places where this Association is qualified to conduct its activities.

Article III – Officers, their duties, and the Board of Directors

Section A: The Officers

- a. The officers of the Association shall be: president, president-elect, secretary, past president, ~~past secretary~~, executive ~~vice-president Director~~, advisor, and assistant advisor. Other officers may be added at the request and approval of the board of directors and delegates. These officers will be elected using the same procedure under Article III, Section B, of these By-laws.
- b. Individual members of State Associations with active memberships are eligible to hold office in the Association. [This line item was moved from the constitution.]
- c. Requirements for Office:
 1. Candidates for president-elect and secretary:
 - i. must be or have served as a delegate to the national delegate meeting or
 - ii. served as an officer previously or [on the state level?]
 - iii. received an NYFEA degree.
 2. Offices have no age restrictions unless imposed by the board of directors or ~~and~~ the delegate body.
 3. No individual may serve more than two (2) consecutive terms as president or secretary. Past presidents must wait a minimum of one (1) year after leaving office before becoming a candidate again.

Section B: Elections

- a. The president-elect and secretary shall be elected annually at the winter meeting and shall serve from one NYFEA Institute through the next NYFEA Institute.
- b. Procedures:
 1. Active states will be allowed to submit one (1) candidate for national office (president-elect or secretary).
 2. The nominating committee, at the ~~Spring Summer~~ Business Meeting, will select a slate of up to three (3) candidates for each office from applicants ~~these~~ meeting requirements for eligibility and properly stating their intention to run. If the committee does not have enough applicants to slate officers, then they will be charged with the responsibility of identifying at least one but no more than three candidates for each office and reporting their nominations to the delegates no later than November 1. ~~In December~~ When the elections are held at the winter meeting (Institute), the nomination process will be reopened immediately prior to the election. This will allow for nominations from the floor. While no more than three candidates may be submitted by the nominating committee, there will be no limit to the number that may be nominated from the floor. [Should this line item be split into two line items – break at the sentence beginning with “When the elections are held...”]
 3. Said candidates shall prepare resumes for submission to the nomination committee and make photographs available for the

National Young Farmers Educational Association By-Laws

A Non-Profit Corporation

NYFEA newsletter.

4. Election of the president-elect and secretary will be conducted by the delegate body at the NYFEA Institute.

Section C: The President shall:

- a4. Be elected by the delegate assembly.
- b2. Preside at all meetings of the Association and serve as chair of the national board of directors.
- c3. Perform those duties regularly performed by a president.
- d4. Appoint all committees.
- e5. Serve as an ex-officio member of all the Association's committees.
- f6. Appoint a parliamentarian.
- g. Call special meetings if a need arises or as requested by states or delegates.

Section D: The Secretary shall:

- a4. Receive the items for the agenda of each meeting.
- b2. Distribute the agenda for each meeting 30 day prior to the meeting.
- c3. Record the minutes and attendance at all meetings.
- d4. Assist the president in conducting the business of the Association.
- e5. Perform those duties regularly assigned a secretary.

Section E: The ~~National~~ Executive ~~vice-president~~ ~~Director~~ shall:

- a4. Be appointed by the national board of directors.
- b2. Perform the duties and responsibilities as indicated in the job description developed by the board of directors, and as reviewed annually.
- c3. Be bonded.
- d4. Serve in a resource capacity on the national board of directors.

Section F: The ~~National~~ Past Secretary shall:

- a4. Be filled by the elected secretary in the year after the secretaries elected term ends.
- b2. Perform the duties and responsibilities as a voting member of the board of directors.
- c3. Serve a one-year term.
- d4. Perform the duties of the elected secretary at times when the secretary is unable to serve.

Section G: The Advisor shall:

- a4. Be the ~~liaison Co-ordinator, between the Association,~~ Agricultural and Rural Education, ~~and the~~ United States Department of Education.
- b2. Serve as a non-voting member of the board of directors, providing advice and counsel for the Association ~~when needed~~.
- c3. Assist the president in performing his or her duties.
- d4. Represent educational interests at all meetings where direction on policy pertaining to the Association is formulated.

Section H: The Assistant Advisor shall:

- a4. Be an agriculture education professional.
- b2. Be elected for a two (2) year term by the state executives of the active member state associations of the Association.
- c3. Serve as a member of the board of directors, providing advice and counsel to the Association.
- d4. Assist the advisor in performing his/her duties.
- e5. Serve as a liaison between the board of directors and the state executive secretaries.
- f6. Represent education's and state executive's interests at all meetings where direction or policy pertaining to the Association is formulated.

Section I: Board of Directors:

a. Other members of the board include: past president, national institute/convention chair, immediate future institute chair, a representative from the state executives, a representative from the National Vocational Agricultural Teachers' Association, a representative from the American Association of Agricultural Educators, a representative from the National Association of Supervisors of Agricultural Education, a member representing the Young Farmer Founders Committee (the organization's fund raising arm), a member representing the Ag Leaders Club (the advanced membership level), a representative of the corporate community from the President's Council, and the National Advisor from the U.S. Department of Education. The fifteen member board, in conjunction with the delegate assembly, is the governing body of the association. The executive vice-president ~~director~~ is responsible for the day-to-day operation of the association. The association also has advisory/fund raising boards. The President's Council, a corporate entity, meets twice annually

National Young Farmers Educational Association By-Laws

A Non-Profit Corporation

to assist in the development and growth of the organization. The Council of Ag Leaders and the Young Farmer Founders are bodies formed of select members who serve in an advisory/fund raising capacity. They focus on leadership training and community service initiatives. In addition, the NYFEA President's Council (beginning in December of 1998 and serving for a 3 year term), Foundation Committee (beginning in December of 1999 and serving a 3 year term) and Ag Leaders Committee (beginning in 2000 and serving a 3 year term.) will each elect one representative to the NYFEA board. An elected member must come from states with active associations. Only one elected position may be held by any one member in a given year.

b. The primary duties and responsibilities of the national board of directors shall be to:

1. Be responsive to the Association., and none of its actions shall conflict with the actions taken by the Association or with the association's Constitution or By-Laws.
2. Oversee the administrative work of the executive vice-president director.
3. Review quarterly reports of activities and accomplishments of the executive vice-president director.
4. Review the executive vice-president's director financial report.
5. Review the executive vice-president's director annual plan of work, make recommendations, and approve it.
6. Review and approve the Association's budget and present it to the delegates.
7. Council with the executive vice-president director and advise him/her in decisions on behalf of the Association.
8. Have general supervision of the affairs of the Association between its business meetings.

Article III - Meetings

Section A: Two meetings of the Association will be held annually. The first will be the spring Summer Business Mmeeting held during June, July or August in Washington the week after the Easter recess. The second meeting will be held during the NYFEA Institute.

Section B: The delegate assembly shall conduct the business of the association. [This came from the constituton]

Section C: Special meetings of the delegate assembly may be called by the President of the corporation, any three (3) directors or by a vote of the active state associations.

Section D: Written notice shall be given sixty (60) days prior to all meetings.

Section E: Items for the agenda must be submitted for consideration to the national executive vice-president director, forty-five (45) days prior to the meeting.

Section F: The agenda must be distributed to the delegates, officers, and ex-officio members of the delegate assembly, thirty (30) day prior to the meeting.

Section F: Seating of Delegates: State Associations with active membership in the Association are entitled to one (1) voting delegate in the Association's delegate assembly for the first 49 members, two (2) voting delegates in the Association's delegate assembly for a membership total between 50 - 499, three (3) voting delegates in the Association's delegate assembly for a membership total between 500 - 999, and four (4) voting delegates in the Association's delegate assembly for a membership total of 1000 or more. States with over 1500 members will have the option of appealing to the national delegate assembly for an additional delegate for each 500 members above the 1500 total. Life members are counted in the membership total; however, a minimum of 10 active annual members is necessary for a state to maintain its charter and be eligible to seat delegates. [This section came from the constitution] Delegates shall be identified as such when registering for a meeting or designated as such prior to the beginning of the first business session of any organized meeting.

Section GF: Committee reports shall be a regular part of each meeting's agenda.

Section HG: A quorum shall consist of one (1) over one-half (1/2) of the active state associations (a simple majority).

Section IH: All votes will be by simple majority, except on matters pertaining to changing the constitution and by-laws, which will require a 2/3 majority vote, or where Robert's Rules of Order take precedence.

Article IV - Membership Dues

Section A: All Association NYFEA dues, fees, and due dates shall be reviewed annually by the delegate assembly at the Spring Summer Business Meeting. All dues, fees, and due dates may be adjusted by the delegate assembly. A proposal may be submitted at a spring summer or winter business meeting and may be voted on at the next meeting of the delegate assembly following at least a 90 day waiting period. The decision will be made based on a majority vote.

National Young Farmers Educational Association By-Laws

A Non-Profit Corporation

Article V - Delegate Assembly

Section A: The delegate assembly shall:

- a1. Consist of delegates representing Active member associations. Delegate strength is outlined in Article IV, Section A of the eConstitution.
- b2. Consist of delegates representing Active member associations. Delegate strength is outlined in Article IV Section B of the constitution.
 - a. Change the nominating process to clarify the committee's responsibilities. [This doesn't belong here – it seems like a left over question from a previous left over from another revision.]
- c3. Establish direction and conduct such business as may properly come before the Association.

~~Article VI – National Board of Directors~~ [Section was moved to the section with the officers & duties]

~~Section A: The national board of directors shall consist of the president, president elect, past president, secretary, past secretary and additional, approved officers, national institute chair, immediate future national institute chair, assistant national advisor, national advisor, and designated representatives of the NASAE, AAEE, and NVATA. In addition, the NYFEA President's Council (beginning in December of 1998 and serving for a 3 year term), Foundation Committee (beginning in December of 1999 and serving a 3 year term) and Ag Leaders Committee (beginning in 2000 and serving a 3 year term.) will each elect one representative to the NYFEA board. An elected member must come from states with associations. Only one elected position may be held by any one member in a given year.~~

~~Section B: The primary duties and responsibilities of the national board of directors shall be to:~~

- ~~1. Be responsive to the Association, and none of its actions shall conflict with the actions taken by the Association.~~
- ~~2. Oversee the administrative work of the executive director.~~
- ~~3. Review quarterly reports of activities and accomplishments of the executive director.~~
- ~~4. Review the executive director's financial report.~~
- ~~5. Review the executive director's annual plan of work, make recommendations and approve it.~~
- ~~6. Review and approve the Association's budget and present it to the delegates.~~
- ~~7. Council with the executive director and advise him/her in decisions on behalf of the Association.~~
- ~~8. Have general supervision of the affairs of the Association between its business meetings.~~

Article VII - Committees

The president of the Association NYFEA shall appoint eight (8) committees annually; nominating, financial, futures and guidelines, membership development, educational programs, publicity, institute review, and corporate advisory. Other committees may be appointed as necessary.

Section A: Nominating Committee shall:

- a1. Review state nominees for qualifications as indicated in the by-laws constitution.
- b2. Follow procedures previously outlined in article II, section B, of the by-laws.

Section B: Finance Committee shall:

- a4. Review the annual audit of the Association.
- b2. review the Association's budget and make recommendations to the board of directors.
- c3. Coordinate and promote a thank you letter writing campaign to thank national sponsors each year.
- d4. Review the Association's NYFEA membership dues, fees, and due dates, annually, and recommend any changes to the delegate assembly.
- e5. Perform other duties usually assigned to a finance committee.

Section C: Futures and Guidelines Committee shall:

National Young Farmers Educational Association By-Laws

A Non-Profit Corporation

- ~~a1.~~ Assist in the development of long-term planning for the Association.
- ~~b2.~~ Review the Associations constitution and by-laws and suggest amendments as needed.
- ~~c3.~~ Review the work and activities of the Association to ensure that they are consistent with the stated purposes of the organization.
- ~~d4.~~ Perform other duties usually assigned to a futures and guidelines committee.

Section D: Membership Development Committee shall:

- ~~a1.~~ Review and present nationwide membership initiatives.
- ~~b2.~~ Review constitutions of states interested in Association membership and make recommendations to the delegate assembly.
- ~~c3.~~ Act as a liaison between the Association and interested non-member state associations.
- ~~d4.~~ Perform other duties usually assigned to a membership committee.

Section E: Educational Program Committee shall:

- ~~a4.~~ Recommend ways and means for new program ideas.
- ~~b2.~~ Review effectiveness of existing programs to make suggestions for improvement.
- ~~c3.~~ Review established and proposed programs to ensure that they are consistent with the Association's stated purposes.
- ~~d4.~~ Perform other duties usually assigned to a program development committee.

Section F: Publicity Committee shall:

- ~~a4.~~ Establish ways and means for ideas for articles to be submitted for Association publications or web presence.
- ~~b2.~~ Review national publications.
- ~~c3.~~ Assist in the promotion of the Association and the Association's NYFEA institute.
- ~~d4.~~ Perform other duties usually assigned to a publicity committee.

Section G: Institute Review Committee shall:

- ~~a4.~~ Provide opportunities for the Association NYFEA to grow during its institute.
- ~~b2.~~ Strive to ensure that members feel better about their membership after attending an institute.
- ~~c3.~~ Work to see that members who do not attend an institute, still receive the benefits.
- ~~d4.~~ Secure opportunities at the institute for non-members to understand the benefits of the Association NYFEA.
- ~~e5.~~ Facilitate the institute's effectiveness in serving the mission of the Association NYFEA.

Section H: President's Council, Ag Leaders Council, and Foundation Committee shall:

- ~~a4.~~ Provide opportunities for the Association NYFEA story to be told to individuals not presently aware of the organization.
- ~~b2.~~ Increase sponsorship of Association NYFEA activities.
- ~~c3.~~ Provide funding sources external to the FFA Foundation.
- ~~d4.~~ Increase the participation of corporate members.
- ~~e5.~~ Provide insight into the direction of Association NYFEA from a different perspective.

Article VIII - NYFEA Institute

Section A: The Association NYFEA institute chair shall be selected by the host state and ratified by the [state's] delegate assembly.

Section B: The host state shall plan the Association NYFEA institute program so that the date and location do not conflict the Association NYFEA and AVA annual meeting.

Section C: To determine the location of the Association's NYFEA institute, the United States shall be divided into two geographical areas, the west bank of the Mississippi River being the dividing line. The institute shall alternate between Eastern and Western regions. The first exception being that every twenty-five (25) years the institute shall be located anywhere, regardless of geographic location. The second exception occurs every third year when the Association NYFEA will serve as the national institute host.

Section D: The chair shall appoint any sub-committees necessary to help in the planning and conducting of the Association's NYFEA institute.

Section E: The program of the Association NYFEA institute shall be consistent with the goals and purposes of the Association.

Section F: Association NYFEA Institute Rotation:

- ~~a4.~~ A rotation system, using a master roster of member states listed in the order that they have hosted past institutes and featuring Association NYFEA as the host every third year, will be used to determine the host of future institutes.

National Young Farmers Educational Association By-Laws

A Non-Profit Corporation

a. Set a minimum level of memberships needed to retain active status as a chartered association. [I'm not sure why this is here, but before I deleted it, I wanted to see if this item still needs to be included in either one of these docs.]

b2. States at the top of the list shall:

1a. Notify the NYFEA executive director of the acceptance of their turn to host the institute by the ~~spring summer~~ business meeting three (3) years prior to their hosting the institute.

2b. Present a slide, tape, or video program about themselves at the Association's NYFEA institute following the above mentioned ~~spring summer~~ business meeting.

3c. Abide by the standards outlined in the Institute Agreement.

c3. States that decline to host the institute at their turn shall:

1a. Notify the Association NYFEA Executive ~~vice-president~~ Director of their declination no later than the institute prior to the ~~spring summer~~ business meeting three (3) years prior to their turn hosting the Institute.

2b. Move to the bottom of the master list.

d4. The next state on the list would then be notified of the opportunity to host the institute and would have sixty (60) days in which to accept or reject their turn.

e5. New member states shall automatically be placed five (5) states down on the master list for their region.

Section G: If no state accepts their opportunity to host an Association NYFEA Institute, the board of directors has full authority to solicit bids, select a location ~~one~~ and complete preparations for the Association NYFEA Institute.

Article IX - Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with the Association's ~~this~~ constitution and by-laws.

Article X - Amendments

Section A: Amendments shall be presented in writing and submitted to the delegates at least thirty (30) days prior to the winter business meeting.

Section B: The ~~constitution and/or~~ by-laws may be amended only at the ~~spring summer~~ business meeting of the Association.

Section C: Amendments to the ~~constitution or~~ by-laws shall be adopted by a two-thirds (2/3) majority vote of the delegates who are present.

Article XI - Votes

Section A: All votes in the delegates meetings shall be by simple majority, except when amending the constitution or by-laws, or when, Robert's Rules of Order take precedence.

{The following acknowledgement was contained in the document sent for amending, but there is no listing for any action taken on these documents within that listed timeframe. - Created by B. Hampton and J. Peake, The University of Georgia, 2005 [http://www.uga.edu/alec]}

NYFEA Constitution				
Date	Action	Issues Adressed	Work Done by:	Results
July 24, 1982	Creation			Adoption of document at SBM by a unanimous vote
December 12 & 15 1982	Amended	[unknown as to whether the amendments were to the Constitution or to the By-Laws]	[unknown]	Passed at Institute/winter meeting
July 17, 1983	Amended	[unknown as to whether the amendments were to the Constitution or to the By	[unknown]	Passed at summer meeting
July 25, 1985	Amended	[unknown as to whether the amendments were to the Constitution or to the By	[unknown]	Passed at summer meeting
December 6, 1985	Amended	[unknown as to whether the amendments were to the Constitution or to the By	[unknown]	Passed at Institute/winter meeting
July 18, 1987	Amended	[unknown as to whether the amendments were to the Constitution or to the By	[unknown]	Passed at summer meeting
July 8, 1989	Amended	[unknown as to whether the amendments were to the Constitution or to the By	[unknown]	Passed at summer meeting
June 30, 1990	Amended	[unknown as to whether the amendments were to the	[unknown]	Passed at summer meeting

National Young Farmers Educational Association By-Laws
A Non-Profit Corporation

		Constitution or to the By		
July 13, 1991	Amended	[unknown as to whether the amendments were to the Constitution or to the By	[unknown]	Passed at summer meeting
July 6, 1995	Amended	[unknown as to whether the amendments were to the Constitution or to the By	[unknown]	Passed at summer meeting
July 6, 1997	Amended	[unknown as to whether the amendments were to the Constitution or to the By	[unknown]	Passed at summer meeting
July 1999	Amended	[unknown as to whether the amendments were to the Constitution or to the By	[unknown]	Passed at summer meeting
July 2000	Amended	[unknown as to whether the amendments were to the Constitution or to the By	[unknown]	Passed at summer meeting
July 2001	Amended	[unknown as to whether the amendments were to the Constitution or to the By	[unknown]	Passed at summer meeting
July 2008	Amended	[unknown as to whether the amendments were to the Constitution or to the By	[unknown]	Passed at summer meeting
July 2009	Amended, edited; document; split into individual documents	Constitution and By-Laws were split into stand-alone documents; contents of each were amended/updated; references to NALC/summer meeting changed to actions occurring at spring meeting	Jeff McClellan-PA, C.J. Fleenor-IN, Mary Ann Hooker-CA	