

**CONSTITUTION AND BY-LAWS OF THE UTAH CATTLE WOMEN'S
ASSOCIATION**

AMENDED AT THE STATE CONVENTION DECEMBER 2, 2005

The name of this organization, incorporated under Utah law, shall be the Utah Cattle Women's Association. The purpose of this organization shall be to serve as an auxiliary to the Utah Cattlemen's Association, and to promote the welfare of the Beef Industry, and create friendship among the members.

**ARTICLE I
MEMBERSHIP**

- Section 1. Membership in the Utah Cattle Women's Association shall be women who are interested in the welfare of the cattle industry.
- Section 2. A member in good standing shall be one who has paid her current state dues.
- Section 3. State dues shall be \$10.00 per member. The membership fiscal year shall be from January 1 to December 31.
- Section 4. Only a member in good standing shall be allowed to vote.

**ARTICLE II
OFFICERS - ELECTION - QUALIFICATIONS**

- Section 1. Officers in this organization shall be a president, a first vice-president/president-elect. A second vice president, a secretary-treasurer, membership chair, historian, and a third vice president is optional.
- Section 2. Area directors shall be chosen from representatives districts of the state.
- Section 3. The secretary-treasurer shall be appointed by the president whom she is to serve.
- Section 4. The membership chairman shall be appointed by the president whom she is to serve.
- Section 5. The historian shall be appointed by the president whom she is to serve.
- Section 6. The president and vice presidents shall be elected at the annual business meeting held in December.
- Section 7. All officers shall be elected for a term of one year.

- Section 8. No member of the executive committee shall hold the same office for more than two consecutive years.
- Section 9. A president and any or all vice presidents may be re-elected at the annual business meeting and returned to office for a total term not to exceed two years. The nominating committee shall report at the annual meeting.
- Section 10. Any member in good standing may submit the name of a candidate to the nominating committee.
- Section 11. The nominating committee shall be chaired by the immediate past president. Members of the committee shall consist of three additional members, appointed by the Board of Directors. This committee may receive recommendations from state officers, area directors, and members.
- Section 12. Newly elected officers shall take office at the end of the winter state convention.
- Section 13. The Board of Directors shall consist of the incumbent state officers, area directors, and the immediate past president.

ARTICLE III EXECUTIVE COMMITTEE

- Section 1. The executive committee shall consist of the president, vice presidents, secretary - treasurer, membership chairman, historian, with the immediate past officers serving in an advisory capacity when necessary.

ARTICLE VI OFFICERS, SPECIAL DUTIES

- Section 1. Duties of the President:
- A. The president shall call meetings of the executive committee when necessary. This call shall give the members of the committee two weeks notice, and shall state the nature of the business to be transacted.
 - B. The president shall preside at all general and special meetings.
 - C. The president shall select the secretary - treasurer, membership chairman and historian.
 - D. The president shall assign duties to the vice presidents.
 - E. The president shall be a member of the Utah Cattlemen's Board of Directors, and shall attend all appropriate meetings.
 - F. The president shall act as ex-officio member of the Utah Beef Council, and as such shall attend all appropriate meetings.
 - G. The president shall be the chairperson of the State Beef Cook-off, or shall appoint another member in good standing to act as chairman.
 - H. The president shall serve as president of the nominating committee for the one year

following her term of office or two years depending on the term of office of the president who succeeded her.

Section 2. Duties of the First Vice President/President-elect:

- A. The first vice president shall be the president-elect, and shall preside in the absence of the president.
- B. Other duties of the first vice president shall be assigned by the president.

Section 3. Duties of the Second and Third Vice Presidents:

- A. The duties of the second and third vice presidents shall be assigned by the president.

Section 4. Duties of the Secretary-Treasurer:

- A. The secretary-treasurer shall keep the minutes of all meetings called by the president, and shall be responsible for all mailings.
- B. The secretary-treasurer shall file an annual report with the Utah Secretary of State, required by law under which the Utah Cattle Women are incorporated.
- C. The secretary-treasurer shall present a written financial report at the winter convention business session.
- D. The secretary-treasurer shall be responsible for paying the national charter dues each March, membership dues, and financial bills as requested by the President and/or Board of Directors.

Section 5. The membership chairman will accept and record all state dues of \$10.00 annually from members, and will also collect and record all national dues of \$50.00 and submit to National Cattle Women's headquarters as due payment requires. She will mail out State membership reports to the national officers.

Section 6. The duties of the historian will be to keep an account of UCW's activities.

Section 7. The State executive board shall prepare and submit a financial budget for the coming year to be ratified at the winter convention business general session.

Section 8. The state executive board shall review and revise the by-laws at the end of each presidents term, and shall present the proposed changes at the winter convention's general business session.

ARTICLE V
TRAVEL AND EXPENSES

- Section 1. All officers, directors, and committee chairmen who represent the Utah Cattle Women's Association on official business as directed by the president shall do so at their personal expense.
- Section 2. The president, as the budget permits, shall have her travel and housing paid for the following conventions and workshops.
- A. National Cattle Women's Convention
 - B. National Mid-Year Convention
 - C. Region VI Convention
- Section 3. The first vice president, as budget permits, shall have her travel and room expenses paid for:
- A. The National Mid-Year Convention.
 - B. The Region VI Convention
- Section 4. The Chairman of the State Beef Cook-off shall have her travel and room expenses paid for the National Beef Cook-off.
- Section 5. A National Beef Cook-Off State Team Member shall be selected from applications submitted to represent the Utah Cattle Women's Association on the National Beef Cook-Off Committee. The president shall submit their recommendation for their state team member along with her form to the National Beef Cook-Off office. The selected team member should be willing to serve for a minimum of two years. She will also attend the ANCW annual workshops to be held in conjunction with the ANCW annual meetings and summer conference. The NCBO will reimburse each team member between \$250-\$500. She will follow the NBCO State Team Member Criteria.
- Section 6. All travel and housing expenses must be authorized by the Cattle Women's State Executive Board, and only if the budget permits. Any debts that are incurred above and beyond budget availability will be the sole responsibility of the president then in office.
- Section 7. In the event the current president cannot attend a required convention, the Executive Board is authorized to appoint someone to attend in her stead, only if budget permits.

ARTICLE VI
CONSTITUTIONAL AMENDMENTS

- Section 1. Any member in good standing may suggest changes to be considered and voted upon by the general membership.
- Section 2. A majority vote of members in good standing at the annual or semi-annual convention is necessary to effect an update of amendments to this constitution.

ARTICLE VII
SCHOLARSHIP

It is proposed that the Utah Cattle Women's Association, hereafter known as the UCWA, amend the bylaws of the UCWA to include a scholarship fund and that the amendment would state the following:

- Section 1. A scholarship in the amount of \$500.00 will be presented to a deserving student and possibly two if the budget permits who has chosen to continue their education in an agriculture based field or any major of their choice.
- Section 2. The scholarship shall be awarded after a scholarship committee consisting of three members in good standing of the UCWA, one of the three to be named a scholarship chairman, has reviewed all applications of interested students and the committee shall make a decision based on the following:
- A. Parents or guardians of the applicant are members of the Utah Cattlemen's Association and/or the Utah Cattle Women's Association who are members in good standing with all dues paid and current.
 - B. The applicant will be continuing their education in an agriculture based field or any major of their choice.
 - C. This scholarship will be offered to high school seniors or college sophomores
- Section 3. The funds for the scholarship will come from monies donated by sponsors who specify that such donations are to be used as scholarship monies and from other UCWA funds.
- Section 4. The scholarship will be awarded to the recipient in a check that is made out in the name of the student and the college or university of their choice, to be applied toward tuition and books.
- Section 5. The scholarship will be awarded only as budget permits and will be an on-going project of the UCWA as long as sponsors are available.