

## **Wyoming FFA Association Bylaws**

### **Article I. Relationship to the Constitution**

The bylaws shall be a part of the constitution of the Wyoming FFA Association.

### **Article II. Procedure for Electing Members of the Board of Directors**

#### **Section A**

There shall be five FFA Advisors to serve on the Board of Directors, one from each region. Each Advisor representative must be a dues paying member of WVATA. Board members will be elected by their respective regions at summer conference and terms will begin on August 1<sup>st</sup>.

In the event an elected member of the Wyoming FFA Board of Directors is unable to attend a scheduled meeting, the elected alternate or other representative selected by that board member shall serve at that meeting.

The current year's state FFA officers will also have one vote on the board of directors. The current team will chose which officer will be their representative.

A Wyoming university, community college, or business leader familiar with Wyoming FFA will serve as a voting member on the Board of Directors. This person will be recommended by the State FFA Advisor and voted on by the Board of Directors.

#### **Section B**

The five regions of the Wyoming FFA Association shall be:

**Region 1, Region 2, Region 3, Region 4, Region 5**

The original 6 members of the Wyoming FFA Board of Directors terms will end in staggering years. All elections will occur at summer conference. Election for region 1 and 2 will be in 2014; region 3 and 4 will be in 2015; region 5 and the industry/college representative will be in 2016. The term of service for the elected members of the Wyoming FFA Board of Directors shall begin on August 1 and continue for a two year period.

#### **Section C**

In the event an FFA advisor vacates a position on the Wyoming FFA Board of Directors, the elected alternate from that region shall serve for the remainder of the term. In the event that the university, community college, or business leader vacates a position on the Wyoming FFA Board of Directors, the State FFA advisor shall recommend a person to fill the vacated position.

### **Article III. Wyoming FFA Board of Directors Meetings**

#### **Section A**

The meetings of the Wyoming FFA Board of Directors shall be held at such place and time as prescribed by the board. Meetings will be scheduled quarterly.

#### **Section B**

Special meetings of the board may be called by the chairperson.

### **Section C**

Notice of meetings shall be given to each member of the board not less than 30 days prior to any regular meeting and not less than five days prior to any special meeting.

## **Article IV. Duties of State Officers**

### **Section A**

#### **President**

It shall be the duty of the president to preside over the state convention and meetings of the state officers. The president shall call one state convention each year. The president shall appoint all committees and may serve as an ex-officio member of these committees.

### **Section B**

#### **Vice Presidents**

It shall be the duty of each vice president to represent the membership of the Wyoming FFA Association. Should the office of president become vacant, the first vice president shall assume the duties of the president, followed in turn by the second, and third vice presidents.

### **Section C**

#### **Secretary**

It shall be the duty of the secretary to keep minutes of the meetings of the state FFA officers and the state convention, and perform other duties as directed by the Wyoming FFA Board of Directors.

## **Article V. Duties of the State FFA Advisor**

It shall be the duty of the national FFA advisor to:

1. Serve as chairperson of the Wyoming FFA Association Board of Directors.
2. Advise the state FFA officers, board of directors, delegates and committees on matters of policy and assist the officers in conducting meetings and carrying out programs.
3. Serve as an ex-officio member of all committees.
4. Represent the Wyoming FFA Association on the State Fair Advisory Committee or appoint a representative.
5. Issue charters to chapters when directed to do so by the Wyoming FFA Board of Directors.
6. Keep official records of members and the progress of the organization.
7. Provide for complete and accurate minutes of the meetings of the Board of Directors, the Governing Committee, and any other committee affecting the state association and furnish copies to members of the Board of Directors.
8. Keep a record of all officers of the state association and their terms of office,
9. Arrange for the annual state convention.
10. Be responsible for the financial assets of the organization except as otherwise directed by the Board of Directors.
11. Present an annual financial report to the FFA Board of Directors, state FFA officers, and official delegates at the state convention.
12. Provide quarterly financial reports to the Board of Directors.

## **Article VI. The Fiscal Year**

The fiscal year of the Organization shall be April 1 through May 31.

## **Article VII. Inspection of Books and Records**

Books and records of the organization may be inspected by any member or member's agent at any reasonable time. Arrangement for such inspection shall be made with the state FFA advisor. The state FFA advisor shall provide quarterly financial reports to the Wyoming FFA Board of Directors and have an accounting agent that is designated by the board, audit the financials quarterly.

## **Article VIII. Reports to the State Association**

Each chapter shall submit the following information annually to the state association:

1. A report of any changes in, or amendments to, the chapter constitution and bylaws.
2. Program of Activities submitted by Nov. 1<sup>st</sup>
3. A list of official delegates to the state convention at least four weeks prior to the convention.

## **Article IX. Procedure for Issuing Charters to State Associations and Chapters**

The state FFA advisor and/or Board of Directors shall charter a local chapter when the state requirements have been met and the following have been received by the state association:

1. An application for a charter.
2. The names of all chapter members and officers.
3. The proposed chapter constitution and bylaws.
4. The chapter Program of Activities.
5. All current state and national FFA dues.

## **Article X. Career Development Events and Awards**

1. The Wyoming FFA Board of Directors will make all final decisions on interpretation of the rules and regulations of the Wyoming FFA Career Development Events and Awards. The Board will resolve detailed written appeals associated only with scoring errors. Official judges' decisions are considered final. The announced results are the official results and awards may be duplicated as a result of the appeal. In the event of a tie for first place, the announced winner shall be the Wyoming representative at national competition. If the first place tie is discovered before award announcement, a representative will be determined either by an objective decision or by the flip of a coin.
2. The Wyoming FFA Board of Directors in cooperation with the WVATA is expected to be proactive in developing new and/or initiating changes within existing career development events to insure they meet the needs of Wyoming FFA members and advisors.
3. The state FFA advisor shall certify FFA Career Development Event winners for national as well as interstate competitions with the understanding that the state team will provide for their own travel expenses beyond the current level of state support or state FFA Foundation support.

4. The Wyoming Vocational Agriculture Teachers shall recommend all changes made in the general plan, rules, and methods for selecting winners to the Wyoming FFA Board of Directors.
5. Career Development events with less than 5 teams competing will be considered for deletion. The representatives at CPC the following November after State FFA Convention will discuss any contests with less than 5 teams. Delegates at State FFA Convention will vote on a recommendation for that contest to the Board of Directors. This process will start using the number of teams in each contest in 2013.
6. To add a Career Development Event, the delegates or WVATA must make a recommendation to the Board of Directors. The State FFA Advisor will conduct a study and report to the Wyoming FFA Board of Directors. If approved by the Board of Directors the contest will be put in place for one year. The team that represents Wyoming at National FFA Convention will make a report at mid-winter/FIRE on the contest as well as the contest superintendant and state staff. The WVATA or Delegates will then make a recommendation to the Board of Directors to continue with the contest or drop it. If a contest is added from this procedure it will then fall under the guidelines of having 5 or more teams to remain in place.

#### **Article XI. Procedure For Choosing Candidates For State FFA Degree**

1. Any member of the Wyoming FFA Association that meets the minimum requirements for the State FFA Degree, their advisor verifies their application and project, and the member receives a satisfactory evaluation from the State Officers visiting the project, then those members shall receive their State FFA Degree upon approval of the delegates at the State Convention.
2. Application forms for State FFA Degree shall be forwarded to the chapter advisors upon request.
3. Completed applications for the State FFA Degree shall be submitted to regional committees for acceptance no later than the date specified by the State Association or as directed by the State Advisor.
- 4.

#### **Article XII. Volunteers and Supporters of the Wyoming FFA Association**

1. The Wyoming FFA Executive Committee reserves the right to withhold, revoke, or withdraw, privileges, or suspend volunteers and/or State Officers with or without stated cause.

#### **Article XIII. Wyoming FFA Code of Ethics**

In order to be a positive representative of the FFA organization, the state FFA association, local FFA chapter, school, and community, Wyoming FFA members shall conduct themselves at all times in accordance with this Wyoming FFA Code of Ethics by:

1. Dressing neatly and appropriately.
2. Showing respect for others and their property.
3. Being courteous at all times.
4. Being honest and not taking unfair advantage of others.
5. Refraining from loud boisterous talk, swearing, and other unbecoming conduct.
6. Attending meetings promptly and respecting the opinion of others in discussion.
7. Taking pride in our organization, activities, supervised agriculture experience programs, exhibits, and the occupation of agriculture.
8. Sharing experiences and knowledge with others through FFA activities.
9. Striving to establish and enhance skills through agriculture education in order to enter a successful career.
10. Appreciating and promoting diversity in our organization.
11. Demonstrating sportsmanship in the show ring and at livestock shows by:
  - a. Being modest in winning and generous in defeat.
  - b. Presenting upon request, proof of ownership, length of ownership, age of animal or animal health certificates to fair and livestock show officials.
  - c. Making your projects a priority by caring for and grooming your animals while at fairs or livestock shows.
  - d. Refraining from the use of any surgical procedures or injections of any foreign substances or the external application of any substance which could affect the animal's performance or alter its natural color, contour, conformation, or appearance.
  - e. Abstaining from any unethical showing or handling practices.
  - f. Treating all judges, fair and livestock show management, or other officials with courtesy, cooperation, and respect.
12. Failure to comply with the Wyoming FFA Code of Ethics could affect membership status and jeopardize further competition or participation at the local, state, or national level.
13. Guidelines for the Wyoming FFA Code of Ethics have been adapted from the National FFA Organization Code of Ethics and the International Association of Fairs & Expositions (IAFE) National Code of Show Ring Ethics.

***The Wyoming State FFA Association is a resource and support organization that does not select, control or supervise local chapter or individual member activities except as expressly provided for in the state FFA constitution, bylaws or policies.***