

**FAIRFIELD COUNTY JR. FAIR LIVESTOCK SALE**  
**OHIO FAIR SERVICES INC. CONSTITUTION**

(By-Laws updated November 2013, Revised September 2005, 2014,  
February 2015, August 2015, November 2015)

*Approved April 11, 2018*

**ARTICLE I NAME:** The name of this organization shall be: Ohio Fair Services Inc.

**ARTICLE II PURPOSE:** The purpose of this organization shall be to provide administrative and financial management of the Fairfield County Junior Fair Livestock Sale.

**ARTICLE III MEMBERSHIP**

**Section A:** There shall be one representative from the following groups, with each representative serving as a member:

1. Senior Fair Board
2. Junior Fair Board (youth represented)
3. Agriculture Education Instructor
4. 4-H Advisory Committee
5. Ohio State University Extension
6. Appointed Treasurer
7. Junior Fair Director
- 8.-10. Buyer Representatives (3)
- 11.-18. At Large Members (8)

**Section B:** The organization members from the Senior Fair Board, Junior Fair Director, Junior Fair Board (youth), 4-H Advisory Committee, Agriculture Education Instructors, and Ohio State University Extension Service will be chosen by the respective organizations. The three (3) Buyer Representatives and eight (8) At-Large Representatives will be elected by the organization at the first regular meeting of the year.

**Section C:** The term of office will be for three years. Members may serve consecutive terms. The term of office of the following groups will expire at the first regular meeting of the year.

**Terms for members will be organized as follows:**

4-H Advisory Committee	Junior Fair Board	Agriculture Education Instructor
Buyer Representative	Senior Fair Board	Buyer Representative
At-Large	Buyer Representative	At-Large
At-Large	At-Large	At-Large
At-Large	At-Large	At-Large

## **ARTICLE IV MEETINGS**

**Section A:** Regular meetings of this organization shall number not less than three per year and shall be scheduled as follows:

1. Early in the year (e.g. January/February/April).
2. Prior to the fair (e. g. June/August/September).
3. After the fair and before the end of the calendar year (e.g. November).

**Section B:** The elected officers will designate the time and place of the regular meetings.

**Section C:** Any three members of this organization may call special meetings.

## **ARTICLE V OFFICERS**

**Section A:** The officers of this organization shall be: President, Vice President, and Secretary.

**Section B:** Terms shall be for one year.

**Section C:** Officers may serve consecutive terms.

**Section D:** Election shall occur at the first regular meeting of the year.

## **ARTICLE VI DUTIES OF ELECTED OFFICERS**

**Section A:** President – Shall preside at all meetings and see that the duly authorized business of this organization is carried to completion.

**Section B:** Vice President – Shall assist the President and preside in his/her absence. If both fail to be present, the organization will elect a temporary chairman.

**Section C:** Secretary – Shall keep the minutes of all meetings, carry on official correspondence and conduct other business as shall be delegated to him/her.

**ARTICLE VII EXECUTIVE COMMITTEE:** Will consist of the President, Vice President, Secretary, Treasurer, one At-Large member, one Buyer Representative, and the Past President.

**ARTICLE VIII AMENDMENTS:** Any part of this constitution may be altered or amended by a two-thirds vote of members present at any regular meeting provided that the announcement of such meeting indicates such proposed changes as are contemplated.

**ARTICLE IX BY-LAWS:** By-Laws may be proposed, amended and adopted when approved by two-thirds vote of the members present at any regular meeting.

**ARTICLE X ADOPTION:** This Constitution shall be considered adopted when approved by two-thirds of the membership of this organization and shall become effective when approved by the Senior Fair Board.

**TERMINATION XI:** In the event of termination or dissolution of this organization, the net assets will be given to the Fairfield County Senior Fair Board to be used for benefit of the Junior Fair.

## **FAIRFIELD COUNTY JR. FAIR LIVESTOCK SALE OHIO FAIR SERVICES INC. BY-LAWS**

1. Quorum shall consist of the members present, but not less than (7) seven members.
2. Voting
  - a. Each member shall have one vote.
3. The duties of the organization shall be:
  - a. Promote the Sale.
  - b. Assume the liability of the Sale:
    1. Ohio Fair Services Inc. will not assume any financial responsibility for loss of animals.
    2. Ohio Fair Services Inc. will evaluate the loss of animals on an individual basis.
  - c. Administrative and financial management of the Sale.
    1. Hire workers (auctioneer, ringmen, clerk, assistant clerk(s)).
    2. Provide all forms and supplies.
    3. Appoint a Treasurer.
  - d. Annually review sale percentages to ensure sale expenses will be covered for the upcoming year.
4. The Duties of the Sale Clerk and Treasurer shall be:
  - a. Handle packer bidding (clerk).
  - b. Pay all Sale expenses that are properly documented.
  - c. Provide official record of Sale.
  - d. File tax reports (treasurer).
  - e. Be bonded.
  - f. Provide a Sale Catalog.
  - g. Retain records for 7 years.
5. Duties of the Livestock Show Committees shall be:
  - a. Weigh-in, show order, sale order.