

Bylaws of the Scott County Farmers Market Association

Article I. NAME

The name of this Association shall be the Scott County Farmers Market Association.

Article II. PURPOSES/MISSION

“The purpose/mission of the Scott County Farmers Market is to improve market capability by promoting the exchange of fresh, quality, local food, agricultural and hand crafted products between the producers of Scott County and its residents and visitors for the purpose of supporting local growers and producers, stimulating public interest in the consumption of locally grown or made products while providing a quality product to consumers, supporting the local economy and the quality of rural life in the area.”

Article III. MEMBERSHIP

1. Admission – Any local food, agricultural and/or hand-crafted producer may become a member of the Association by meeting the membership requirements stipulated below. To be a member of the Scott County Farmers Market Association, the applicant must:

A. Dues

- a. Tier 1: \$10.00 for one-time event.
- b. Tier 2: \$30.00 for the Farmers Market Season.
- c. Tier 3: \$50.00 for annual dues to include additional events outside of the season that are hosted by the Scott County Farmers Market Association.

B. Be a producer/vendor of local food, agricultural and/or hand-crafted products or a vendor who has sold any product at the market since its inception who is current with their annual dues.

C. Submit vendor application for each market season, to be defined by a committee

D. Agree to comply with these bylaws.

2. Duties of members – Each member shall in good faith comply with these bylaws and any amendments thereto duly adopted, and with Rules and Regulations adopted by the Association, and with terms and conditions of any and all agreements with the Association. The conduct of the member in all matters shall not be detrimental to the rights and interest of the Association.

3. Membership rights – Current members shall have one vote.

Article IV. MEETINGS

1. Annual meetings – An annual meeting shall be held each year at a time and place designated by the Board of Directors for the purpose of presenting the annual report and other matters that may require general membership attendance. Notice of the annual meeting shall be posted at least 14 days in advance of such meeting.

2. Special meetings – The Board of Directors may call a special meeting that would require general membership attendance. Notice of any special meeting shall be posted at least seven days in advance of such meeting.
3. Board of Directors' meetings – The Board of Directors shall meet from time to time as is necessary. Only board members and chairpersons of adjunct committees need be notified.
4. Place of meeting – The Board of Directors may designate any place within Scott County as the place for an annual, special, or Board of Directors meeting.
5. Quorum – At any annual meeting or special meeting, one-fifth of active and associate members shall constitute a quorum. At any meeting of the Board of Directors, a majority of the Board of Directors in office shall constitute a quorum.
6. Procedures – All meetings of this Association shall be conducted in accordance with Roberts Rules of Order.

Article V. BOARD OF DIRECTORS

1. General Powers – The business and affairs of the Association shall be managed by its Board of Directors under advisement of the Scott County Cooperative Extension Service. The Board of Directors will appoint committees and chairpersons as they consider necessary.
2. Vacancies – If any vacancy occurs on the Board of Directors, other than from the expiration of a term of office, the Board of Directors may fill the vacancy for the unexpired term at any board meeting.
3. Attendance at board meetings – Directors shall attend all board meetings unless extenuating circumstances occur.

Article VI. OFFICERS

1. Officers – The officers of the Association shall be a President, Vice President, Secretary, and Treasurer. The officers shall serve without compensation.
 - A. President – The President shall call for and preside at all meetings of the Association. The President shall also act as official representative of the Association and have general charge of its affairs. Only active members from Scott County may serve as President.
 - B. Vice President – The Vice President shall, at the request of the President or in the event of his/her disability or absence, perform any and all duties of the President. Only active members may serve as Vice President.
 - C. Secretary – The Secretary shall keep the minutes of the meetings, give notice of all meetings prescribed by these bylaws, perform all duties incidental to the office, and help the President perform his/her functions.

D. Treasurer – The Treasurer shall be the principal financial officer of the Association and shall collect, receive, deposit, invest, and disburse the funds of the Association. The Treasurer shall maintain accounting books and a checking account, render a statement of accounts at each board meeting, file any required reports and present the books each year to a committee of three for an annual audit prior to the annual meeting.

(The offices of Secretary and Treasurer may be held by the same person.)

2. Election and term of office – The four officers of the Association shall be elected for the term of one year by the membership at each annual meeting of the Association.

3. Vacancies – A vacancy in any office, however occurring, may be filled by the Board of Directors for the remaining portion of the term.

4. Removal of officers – The Board of Directors shall have the power at any meeting to remove any member or officer, and such action shall be conclusive on the officer so removed.

Article VII. COMMITTEES

The Board of Directors shall appoint committees from membership.

1. Standing committees – The standing committees shall consist of:

- A. Promotion and Advertising Committee
- B. Rules and Regulations Committee
- C. Market Development Committee
- D. Budget Committee
- E. Audit Committee

2. Chair – Each committee contain a chairperson who is a member of the Board of Directors or active member as the Board sees fit.

3. Meetings – Each committee is responsible for holding meetings at such regular intervals as to assure the proper completion of the committee's duties.

4. Report – The chairperson or their delegate shall give a report at every board meeting regarding the progress, accomplishments, and goals of the respective committee.

Article VIII. FINANCIAL PROVISION

1. Depository – The Board of Directors shall have the power to select one or more banks to act as depositories of the funds of the Association and to determine the manner of receiving, deposition, and disbursing the funds of the Association and the form of checks and the person or persons by whom same shall be signed, with the power to change such banks and the person or persons signing such checks and the form thereof at will.

2. Audits – At the end of each fiscal year, the Audit Committee shall make a careful audit of the books and accounts of the Association and render a report in writing thereon, which

report shall be submitted to the members at their annual meeting. The report shall include at least (1) a balance sheet, (2) an operating statement, and (3) a statement showing the amount of capital, if any, furnished by the members during the period under review. Special audits shall be made upon order of the Board of Directors or upon a majority vote of the members at any regular or called meeting. Copies of the fiscal year-end financial statements will be made available upon request and at the annual meeting.

Article IX. PROVISIONS

1. Calendar – The fiscal year of the Association shall be April 1-March 31.
2. Amendments – The articles outlined may be amended by a two-thirds majority of members present at any regular or special meeting, providing that a notice of such revision or amendment was included in the call of the meeting, or else that the matter had been duly presented at a previous meeting.
3. *Distribution of Assets - Upon dissolution of this organization assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c) (3) of the Internal Revenue Code, i.e. educational or corresponding section of any future federal tax code, or shall be distributed to the Federal Government, or to a state or local government for a public purpose.*