

UTAH ANIMAL CONTROL ASSOCIATION

Constitution and By-Laws

ARTICLE I

Name

- Section I This organization shall be known as the Utah Animal Control Officers' Association or U.A.C.O.A.
- Section II Its officers hereinafter described shall comply with the laws of the United States and of the laws of the State of Utah in the performance of their duties for the Association.
- Section III It shall be a non-profit organization.

ARTICLE II

Objectives and Purposes

1. Education and training of Utah Animal Control personnel.
2. Education of the public in responsibilities of animal ownership and promotion of understanding and cooperation between animal control personnel and the public.
3. Exchange of information regarding animal control programs.
4. Provide expertise and guidance on animal control problems to officials at city, county, and state levels.
5. Develop standards and certification procedures for animal control personnel.
6. Identify and make recommendations on problems requiring further research.
7. Provide liaison with other professional organizations and groups having related interests.
8. Lend support and aid to Association members in attaining the goals and objectives of the Association within their individual jurisdiction.

ARTICLE III

Membership

The general membership of this Association shall consist of Active, Honorary and Life members.

- a. Active membership shall be open to Utah Animal Control Officers, Public Health Veterinarians, Health Officers, Government Officials, Humane Field Officers and others active in the Animal Control field.
- b. Honorary membership may be conferred upon any individual who has performed outstanding services for the Association or made an outstanding contribution to the animal control field.
- c. Honorary membership shall be conferred by a unanimous vote of the Board of Directors. No honorary member shall be entitled to hold office in the Association nor shall any honorary member be entitled to vote.
- d. Life membership, any person formerly an active member, who wishes to maintain the professional and social contacts of membership. Life members are not voting members and may not hold elected office, but may be appointed by the Governing Board to serve on special committees or to fulfill special assignments.

Article IV

Dues

- Section I Dues shall be payable on or before January 1 of each calendar year.
- Section II The amount of annual dues for active members shall be \$35.00 and can be changed only by the majority vote of the Association. This shall include a subscription to NACA news.
- Section III No member shall be permitted to exercise any right or privilege of membership while his dues are delinquent.
- Section IV The fiscal year shall be January 1 to December 31.
- Section V Life membership dues will be paid by the Association.

ARTICLE V

Officers and Board of Directors

- Section I **OFFICERS** of this Association shall be President (NACA Representative), Vice-President, Secretary-Treasurer and Training Coordinator.
- Section II **BOARD OF DIRECTORS** shall consist of the officers of the Association and three (3) members. Elected by the Members of the Association. Duties shall be directed by the President.
- Section III **QUORUM** a simple majority of the Board of Directors shall constitute a quorum.

ARTICLE VI

Duties of Officers

- Section I **PRESIDENT** shall be the presiding officer of the Association and shall serve as the state representative at the NACA Convention. The President shall have general supervision, direction and control of the business and affairs of the Association and shall be chairman ex-officio of all committees and shall appoint all the committees and the chairman of each. In the case of a tie, the President shall cast the deciding vote.
- Section II **VICE-PRESIDENT** shall assist the president in the performance of his or her duties and act in his or her stead in the event of an absence. Shall assist the coordinator of the annual workshop. Shall have such other powers and perform such other duties as may from time to time be prescribed by the Board of Directors.
- Section III **SECRETARY-TREASURER** shall issue all notices of meetings and record minutes of same. Shall be responsible for the maintenance of all records and correspondence.

It shall be the duty of the Secretary-Treasurer to have all charge and custody of, and be responsible for all funds of the Association, receive and give receipts for all monies due and payable to the Association from any source whatsoever, to pay by check, countersigned by the President, Vice-President, or Chairman of the Board of Directors, all warrants drawn.

The deposit of all such monies in the name of the Association in such banks, trust companies or other depositories as shall be selected in accordance with the provisions of the By-Laws;

and in general, perform all duties incident to the office of Secretary-Treasurer and such other duties as from time to time, be assigned to him or her by the President or Board of Directors. Also to deliver to his or her legally elected and qualified successor, or such person or persons as the members may direct, all books, papers, monies and effects in hand belonging to the Association.

An independent audit will be conducted at the beginning of a new term of Secretary-Treasurer

ARTICLE VI

Section IV TRAINING COORDINATOR shall facilitate various appropriate training sessions in accordance with the association objectives. Cooperate with various agencies and individuals with scheduling, organizing and presenting applicable, practical training activities with the goal of educating and enhancing their professionalism of Animal Control Officers. The Officers and Board of Directors may appoint a Training Coordinator as needed.

ARTICLE VII

Election of Board of Directors

Section I Election of the Board of Directors shall take place biannually. A simple majority vote of those active members present and voting shall be decisive.

Section II To become a nominee, a candidate shall inform the President or Vice President in writing that they will serve if elected and they understand and will abide by the Bylaws and rules of the Utah Animal Control Officers Association. In addition, the nominee shall provide the President or Vice President with a current photograph in electronic format of themselves, along with their resume of 100 words or less included as part of their completed application. This must be received at least 60 days prior to the annual Conference. The nominee's information will be available for review by the membership at www.UACOA.org website at least 45 days prior to the annual meeting. Candidates receiving a majority vote of those present and voting shall be duly elected.

Section III In the event that any Board of Directors member shall miss two (2) consecutive meetings at which he or she was not represented by an alternate appointed in writing, the President shall declare the position vacant and shall appoint, with approval of the remaining members of the Board of Directors, an active member of the Association to complete the term of office.

ARTICLE VIII

Board of Directors Duties

Section I The Board of Directors shall conduct all business of the Association.

Section II The Board of Directors shall act on all matters presented to it by the President or any member of the Association after presentation for the agenda, in writing, at least thirty days prior to the scheduled date of the meeting. The vote of the Board of Directors, carried out in accordance with customary parliamentary procedure shall be final.

Section III The President, Vice-President, Secretary-Treasurer, plus a majority of the members of the Board of Directors shall constitute a quorum.

ARTICLE IX

Election of Officers

Section I Officers of the Association shall be elected biannually, at the Annual Meeting. The Annual Meeting and the Training Program shall be held jointly each year at a time and place to be decided upon by a majority vote of the Board.

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ARTICLE X

Expulsion of Members

Any member of this organization may be expelled for flagrant violation of the objectives of this Association or personal conduct which would bring discredit to the organization. Any member accused of such action shall be entitled to a fair and impartial hearing at the accused's request. Should the committee concur in the move to expel, a majority vote of the active members present at the hearing shall constitute expulsion. The committee should consist of President, Vice- President, Secretary-Treasurer, two (2) Board members and two (2) active members.

ARTICLE XI

Amendments

Section VII

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PASSED AND ADOPTED on this 18 day of February, 2009, in Moab, Utah.

Jim Barker, President

Pam Rasmussen, Vice-President

Justin Hatch, Secretary/Treasurer

Subscribed and sworn to before me on this 18 day of February, 2009.

Notary Public