

BY-LAWS KITSAP COUNTY FAIR BOARD

ARTICLE I - NAME

This organization shall be known as the Kitsap County Fair Board, hereafter Board.

ARTICLE II - OBJECTIVE

The purposes of the Board of Directors is to advise, guide and assist the manager/s of the Kitsap County Fair and in the development and operation of the Annual Kitsap County Fair and Stampede, hereafter Fair.

ARTICLE III – DUTIES

The Board shall consult on all matters pertaining to the operations of the fair to the Kitsap County Board of Commissioners and assist the manager/s in preparing and making recommendations in the following areas, only as it applies to the Fair.

- Capital improvement programs.
- Annual budgets.
- Rate and fee schedules.
- Policy and regulations.
- Long-term multi-year leases and contracts.
- Master plan for the fairgrounds and other matters as requested.

ARTICLE IV - MEMBERSHIP

The Board shall consist of no fewer than eight (8) members and no more than ten (10). The Kitsap County Board of Commissioners shall make appointments to the Board. All members appointed are required to be residents of Kitsap County. All newly appointed members shall serve for a three (3) year term. Un-expired terms shall be filled only for the length of term remaining. The Fair Board shall submit recommendations for re-appointments to the Board of Commissioners. The Kitsap County Board of Commissioners may or may not re-appoint any board member at their discretion.

ARTICLE V - OFFICERS

The Board shall elect within its membership a President and Vice President and may elect a Secretary or any other officers deemed necessary. If the secretary or other officer is selected from other than the board membership, they shall have no voting privileges.

ARTICLE VI - DUTIES OF OFFICERS

The President shall perform all duties usually prescribed by the office, shall conduct meetings, appoint committees and be responsible for the functioning and conduct of those committees and be an ex-officio member of all committees.

The Vice President shall perform all the duties of the President in his or her absence and the Board may assign such other duties as necessary.

The Secretary is responsible for the recording of accurate minutes and maintaining a record book of such minutes of the Board at all meetings duly called for the purpose of business. Copies of minutes shall be made available to Board members, manager/s and the Kitsap County Board of Commissioners.

ARTICLE VII - ELECTION OF OFFICERS

A nominating committee shall be appointed by the President at the October meeting of each year to consist of at least two members of the board. The nominating committee will submit a slate of candidates for election at the November meeting each year. Nominations may also be taken from the floor.

The newly elected officers will be effective on January 1st of each year.

BYLAWS – Kitsap County Fair Board of Directors

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a. Terms of Office:

The President-elect must have served on the board for a minimum of two (2) years. Each officer is elected for a one (1) year term. The President may not be elected for more than two (2) consecutive terms.

b. Committees:

Standing committees shall not exceed the one (1) year term rule. Nominating and Special committees are appointed for a specified time or until their job is finished and shall not exceed the one (1) year term rule.

c. Vacancies:

Vacancies of elective offices shall be filled by a vote of the board for the un-expired term of the office vacated. In the case of the vacancy of the President, the Vice-President shall fill the un-expired term of that office.

ARTICLE VIII – MEETINGS

The Board shall meet on the second Wednesday of each month at 7:00 PM for the purpose of transacting all general business. The President shall be empowered to call any additional or special meetings that he/she deems necessary. The President also has the authority to cancel a board meeting when; in his/her judgment a meeting is not necessary. If the Board meeting falls on a legal holiday, the President shall have the authority to re-schedule the meeting date.

Quorum:

A majority of the Board members shall constitute a quorum.

Attendance:

Any Board member, who misses three (3) regular scheduled board meetings in a calendar year, except in the case of illness or other valid reason, shall be recommended for removal from the Board and the Board shall recommend a successor for the retiring member to the Kitsap County Board of Commissioners.

Participation:

Board members are required to actively participate in their areas of responsibility.

Removal:

Removal of a Board member may be recommended to the Kitsap County Board of Commissioners based on a majority vote of the Fair Board.

ARTICLE IX – AREAS OF RESPONSIBILITY

The function of the Board shall be to advise, and guide decision-making in their respective fields as well as study and investigate problems as they relate to management, development and the operations of the Fair.

The Areas of responsibilities are:

1. Concession Director
2. Commercial Exhibit Director ,
3. Entertainment Director
4. Finance Director
5. Open Class Livestock Director
6. Open Class Exhibits Director
7. Rodeo Director
8. Security Director

ARTICLE X - RESOLVING DISPUTES

Protocol procedures for resolving all disputes, complaints and problems shall be directed to the Board President and shall be handled in a timely manner. If the President deems it necessary he/she may appoint an investigating committee to research the situation and report back to the Board.

The individual making the complaint should submit a signed statement in writing and the President shall issue a response in writing within ten (10) working days.

Complaints against a Board member or Superintendent must be brought to the individual's attention within ten (10) working days and a signed statement of said complaint sent to the Board President.

ARTICLE XI – AMENDMENTS

These bylaws may be amended at any regular meeting of the Board by a two-thirds vote of the members present provided written notice of the proposed revision has been given each member at least 10 days in advance.

ARTICLE XII – WASHINGTON STATE FAIR ASSOCIATION

The Board shall be a member of the Washington State Fair Association (WSFA) and the dues shall be paid from the Fair budget.

ARTICLE XIII – CONVENTION REPRESENTATION

Representatives to the WSFA convention shall be a voting delegate and one alternate. The Board President shall be the voting delegate and the President will appoint an alternate. If the President is unable to attend the convention he/she shall appoint another voting delegate. The voting delegate shall attend the General Business Assembly of the Association representing Kitsap County.

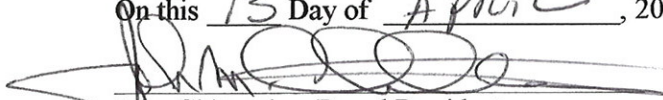
ARTICLE XIV – PARLIAMENTARY AUTHORITY

The rules contained in Robert's Rules of Order (revised) shall constitute the authority in all cases to which they are applicable, and in which they are not inconsistent with these bylaws.

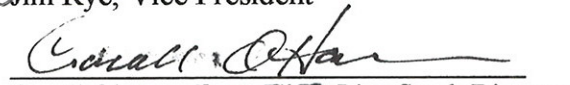

BY-LAW CHANGES AND REVISIONS 2005

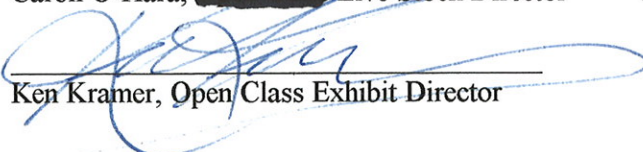
These By-Law changes and revisions have been presented to the fair Board and approved

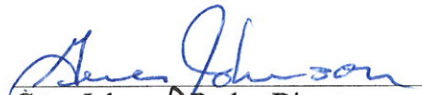
On this 13 Day of April, 2005.

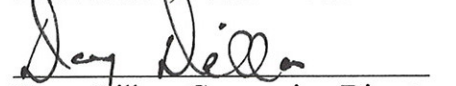

John Chittenden, Board President

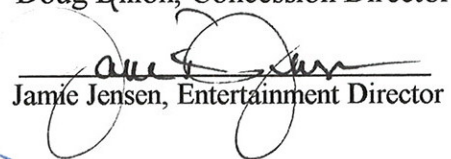

Jim Rye, Vice President


Caroll O'Hara,  Live Stock Director


Ken Kramer, Open Class Exhibit Director


Gene Johnson, Rodeo Director


Doug Dillon, Concession Director


Jamie Jensen, Entertainment Director

This signed final copy of the revised by-laws shall be filed in the Official record of Minutes.


ADOPTION

Bylaws are in full force and effect when approved by the Board of County Commissioners

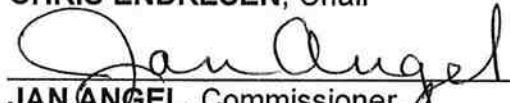
BYLAWS APPROVAL

Dated this ¹⁴12th day of September 2005

**BOARD OF COUNTY COMMISSIONERS
KITSAP COUNTY, WASHINGTON**



CHRIS ENDRESEN, Chair



JAN ANGEL, Commissioner



PATTY LENT, Commissioner

