

**BYLAWS OF  
THE UTAH EXTENSION ASSOCIATION OF  
FAMILY AND CONSUMER SCIENCES**

**ARTICLE I**

**Name**

The name of this organization shall be "The Utah Extension Association of Family and Consumer Sciences." Name hereafter referred to as UEAFCFS or Association.

**ARTICLE II**

**Objective**

The objective of UEAFCFS is to provide a permanent state of organization for Family and Consumer Scientists of Utah State University Cooperative Extension Service, whereby professional standards may be raised, fellowship fostered among members and cooperation given to the national Extension Association of Family and Consumer Sciences, hereafter referred to as NEAFCS.

**ARTICLE III**

**Membership**

The Association is committed to the involvement of all its members regardless of race, color, sex, age, religion, national origin, disability, veteran status, or sexual preference. All members will be encouraged to participate in programs and activities and take leadership roles in the Association, as stated in the affirmative action plan.

**Classification of Membership**

The classification of membership shall include Active, Affiliated, and Life.

**Section 1      Active Member**

An Extension employee working in any capacity with family and consumer sciences programming, who has a degree in family and consumer sciences or a related field, who belongs to her/his state Association of Extension agents, upon payment of dues, may become an active member of NEAFCS. An individual who has a degree in a related field but not in family and consumer sciences, shall have her/his credential reviewed for approval by NEAFCS.

**Section 2      Affiliated Member**

An individual meeting the requirements for an active member but located where there is no affiliated state Association or no state Association which will allow her/his membership, may pay annual dues directly to the Treasurer of the Association and become an affiliated member.

**Section 3      Life Member**

A. Any former Extension employee who has been a member of the Association for at least 5 years will be granted life membership upon payment of a one-time fee assessed by and to the National Extension Association of Family and Consumer Sciences (NEAFCS).

B. Life members shall be granted the following rights and privileges:

1. They may receive awards, fellowships, and grants.
2. They may serve on committees.
3. They shall receive all publications upon payment of an annual subscription fee.
4. They shall receive the conference registration brochure at no charge.
5. They may serve as voting delegates.
6. They shall not be eligible for office.

**ARTICLE IV**

**Dues**

- Section 1**
- A. Changes in the amount of annual dues shall be recommended by the executive board and determined by the vote of the membership. Any increase in dues shall become effective with the next membership year following the session at which the vote was taken.
- B. National Extension Association of Family and Consumer Sciences dues shall be paid by the established date for each member from the annual dues collected.
- C. The membership year shall be from January 1 to December 31.

**ARTICLE V**

**Officers**

- Section 1**
- The officers of this organization shall be a president, a president-elect, a secretary-treasurer and past president. They shall constitute an active executive board.

**Section 2** Each year, at a meeting prior to the annual session of NEAFCS a secretary-treasurer shall be elected for a one year term and shall serve until her/his successor is elected.

**Section 3** The secretary-treasurer automatically becomes president-elect for one year at the close of her/his term of office. The president-elect automatically becomes president for one year at the close of her/his term of office. The president automatically becomes advisor to the executive board for one year at the close of her/his term of office.

**Section 4 Vacancies**

A. A vacancy in the office of president shall be filled by the president-elect.

B. A vacancy in the office of the president-elect shall be filled by the secretary-treasurer.

B. In the event of a vacancy in the office of the secretary-treasurer, the Executive Board shall appoint any member in good standing who has been a member of the Association for at least one year. The appointee shall succeed to the office of the secretary-treasurer for the unexpired term. In addition, the individual shall be eligible to seek election to the office of president-elect or secretary-treasurer for the following year.

**ARTICLE VI**

**Nominations and Elections**

**Section 1** The nominating committee for officers shall consist of the president-elect, who shall act as chair, and one person from each region appointed by the president. If for any reason the president-elect is unable to act, the president shall act in her/his place.

**Section 2** This committee shall name a candidate(s) for each elective office and shall have charge of elections. Consent of the nominees shall be secured before the election.

**Section 3** The nominee(s) for secretary-treasurer and/or officers(s) shall have had at least one year of experience as an agent for the Utah State University Cooperative Extension Service.

**Section 4** A candidate for an office must be a member of the Association in good standing.

**Section 5** Additional nominations may be made from the floor provided nominees meet the qualifications outlined.

**Section 6** Elections shall be held by secret ballot or electronic ballot and a plurality of votes shall elect.

## ARTICLE VII

### **Committees**

- Section 1** All committees deemed necessary to carry on the business of this Association shall be appointed by the executive board unless otherwise provided for at its annual meeting.
- Section 2** Committees deemed necessary by the executive board shall be included in the current policy statement of the Association. Job descriptions for the executive officers and each committee will be updated as necessary.

## ARTICLE VIII

### **Meetings**

- Section 1** The annual business meeting of this Association shall be held at the time of the Extension Annual Conference and shall be scheduled as a definite part of the program. If there is no annual conference, a date for this meeting will be set by the executive board and the president shall call the meeting.
- Section 2** Meetings may be called by the president when official and necessary business needs to be transacted. Meetings may also be held through electronic media.
- Section 3** No official business shall be transacted without a quorum present.
- Section 4** A quorum shall consist of at least two-thirds (2/3) of the membership of the Association.
- Section 5** All meetings shall be governed by the *Roberts Rules of Order*, Newly Revised.

## ARTICLE IX

### **Affiliations**

- Section 1** UEAFCS shall be affiliated with the National Extension Association of Family and Consumer Sciences.

## ARTICLE X

### **Amendments**

- Section 1** These bylaws may be amended by a two-thirds (2/3) vote of the membership at any Association meeting, or by electronic vote.
- Section 2** A thirty (30) day notice of any proposed change in the bylaws shall be given to each member before a vote can be taken.