

Proposed Bylaws of the Pet and Animal Food Division of AACCI – Cereals & Grains Association (February 2019)

Bylaws of the Pet and Animal Food Division of AACCI – Cereals & Grains Association

I. Name

This organization is certified as a Division of AACCI – Cereals & Grains Association, and is known as the Pet and Animal Food Division.

II. Membership

1. All Officers of the Division shall be members of the Association.
2. All members of the Division must be composed of members of the Association.

III. Membership Dues

1. Dues shall be determined by the Executive Committee of the Pet and Animal Food Division. Dues shall be payable annually based on anniversary date of member. Dues rate changes must be provided to AACCI – Cereals & Grains Association Headquarters annually, no later than August 1 each year.
2. Dues are payable in advance. Members not paying their annual dues by their renewal date shall be dropped from the Division's membership roll.
3. Divisions may offer a discounted or free membership option for student and/or life members.

IV. Officers

1. The officers shall be Chair, Vice-Chair, Secretary, Treasurer and Past Chair. Officers must be Regular Members of AACCI – Cereals & Grains Association.
2. Officers shall be elected annually preceding the Division's meeting during the AACCI – Cereals & Grains Association Annual Meeting, and shall take office at the conclusion of that meeting. Officer nominations and election may be conducted via email ballot or another method when desirable.
3. Notice of the Division's election outcome shall be sent promptly and annually to AACCI – Cereals & Grains Association Headquarters.
4. Notice of Division meetings shall be sent to all members of the Division and to AACCI – Cereals & Grains Association Headquarters.

V. Purposes of the Food Safety and Quality Division

Dues are based on anniversary date, not on calendar year, and are payable annually for each member. No specific date for dues payment should be noted in bylaws.

The office of Past Chair is not required as an officer position, can be at discretion of Division. The offices of Secretary and Treasurer may be combined when desirable. Only regular members can hold officer position.

Divisions may select to have a nominations committee for selection of their officers for the election or officers can select from top membership nominations.

<p>The purpose of the Pet and Animal Food Division are in accord with those of the AACCI – Cereals & Grains Association.</p> <p>The Pet and Animal Food Division exists to explore and share new discoveries and knowledge surrounding the processing, utilization, and analysis of pet and animal foods in a collegial and open academic environment.</p> <p><u>VI. Rules of Order</u></p> <p>This organization shall be governed by <i>Robert’s Rules of Order</i>.</p> <p><u>VII. Executive Committee</u></p> <p>An Executive Committee, composed of the incumbent officers, the most recent past Chair of the Division, and the Program Chair, shall advise and assist in the conduct of the affairs of the Division.</p> <p>The division will also elect a member of the Division Leadership Council for a 3-year term. This person will hold a position on the Executive Committee.</p> <p>Student Representatives may serve ex-officio on the Executive Committee, with the position appointed by the officers.</p> <p><u>VIII. Meetings</u></p> <p>Meetings of the Division shall be held at least annually during the annual meeting of AACCI – Cereals & Grains Association, or at any other time designated by the Executive Committee.</p> <p><u>IX. Amendments</u></p> <p>Any part of the Bylaws, rules, and procedures may be amended upon review by the Executive Committee and approval by two-thirds majority vote of Division members present at any regular or special meeting of which all members have been notified. New articles may be added by vote if they do not conflict with existing articles, or the basic principles of the Articles of Incorporation and Bylaws of AACCI – Cereals & Grains Association.</p> <p><u>X. Distribution of Funds on Dissolution</u></p> <p>In the event of dissolution of this Division, and the discharge of its debts and the settlement of its affairs, any funds and property of this Division remaining thereafter shall be conveyed by the direction of the Division Executive Committee to another qualified non-profit organization, or if no action is taken by the above mentioned, shall be conveyed to AACCI – Cereals & Grains Association for its general purposes, or with the written consent of the Board of Directors of AACCI – Cereals & Grains Association, shall be conveyed another qualified non-profit organization dedicated to the perpetuation of objects similar to those of AACCI</p>	<p>Description of Division specific purpose should be included in this section for clarity.</p> <p>The term Executive Committee or Steering Committee can be used interchangeably.</p> <p>In effort to increase student engagement in AACCI, a student representative is encouraged to serve on the Division Executive Committee.</p> <p>Duties of the officers may be included in the bylaws or maintained in operating manual for the division.</p> <p>Divisions may establish additional committees for various division activities as a need is determined, they may be included in the bylaws or maintained in operating manual for the division. Examples include: Nominating Committee, Awards Committee, Advisory Council, Program Committee, etc.</p>
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<p>– Cereals & Grains Association, provided that such selected organizations, at the time of the Division’s dissolution, shall be exempt under Section 501 (c) (3) of the Internal Revenue Code of 1954 as amended, or under such successor provision of the Code as may be in effect at the time of this Division’s dissolution.</p>	
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