SECTION A. MEETINGS

Article 1. One regular meeting will be held annually during the winter.

Article 2. The Steering Committee will meet one time annually to discuss possible agenda items one to two months prior to the regular meeting.

Article 3. The Chairman and SAREC Research Leader will prepare a planned agenda for each regular meeting.

Article 4. The SAREC Research Leader will provide written notice and a planned agenda to all members before each regular meeting.

Article 5. The Endowment Committee shall meet as deemed necessary.

Article 6. The Chairman of the Citizens’ Focus Group, Steering Committee or Endowment Committee may call special meetings.

Article 7. Those present at an annual meeting with a minimum of five producer members shall constitute a Quorum.

SECTION B. OFFICERS AND THEIR DUTIES

Article 1. Officers are Chairman, Vice Chairman and a Secretary provided by the SAREC.

Article 2. The Chairman and Vice Chairman will be elected by a majority of members at the end of the annual meeting.

Article 3. Duties of the Chairman shall be:

a. to preside at the regular meetings of the Citizens’ Focus Group.

b. to prepare a meeting agenda in cooperation with the SAREC Research Leader.

c. to serve as a member of the steering committee.

d. to make appointments to committees.
Article 4. Duties of the Vice Chairman shall be:

a. to perform the duties of the Chairman in his/her absence.

b. to serve as a member of the steering committee.

Article 5. The Steering committee shall consist of the Chairman, Vice Chairman, SAREC Research Leader, and four to seven members of the Citizens’ Focus Group appointed by the Chairman.

Article 6. The Endowment committee shall consist of 5 Citizens’ Focus Group members elected from the Citizens’ Focus Group at its annual meeting.

Article 7. Members of the Endowment committee shall serve a term of 4 years from the time of election to that committee. Members whose Citizens’ Focus Group term ends during a term on the Endowment committee shall be eligible for an automatic renewal of their Citizens’ Focus Group appointment.

Article 8. The Endowment committee shall be responsible for oversight of the SOUTHEASTERN WYOMING APPLIED RESEARCH FUND and shall provide nominations to the Citizens’ Focus Group for election of the 3 Citizens’ Focus Group producer members who serve as members on that fund’s Selection Committee.

SECTION C. MEMBERSHIP

Article 1. The JAMES C. HAGEMAN SAREC CITIZENS’ FOCUS GROUP shall consist of an Agriculture Extension Educator who serves the counties surrounding SAREC (Goshen, Platte, Laramie, Niobrara) and at least 1 member engaged in agriculture for each of these counties.

Article 2. Members shall serve a term of 5 years with an effective date of membership beginning January 1.

Article 3. Beginning in year 4 (2011) member terms will be staggered at a 20% annual replacement rate.

Article 4. Nomination of replacement members will be made by the Citizens’ Focus Group.

SECTION D. AMENDMENT

Article 1. These Bylaws may be amended by the majority vote of all Citizens’ Focus Group members as taken in a paper ballot vote.