



**FLORIDA YOUTH BRAHMAN
BOOSTERS ASSOCIATION**

2016 Board of Directors Handbook

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FLORIDA YOUTH BRAHMAN BOOSTERS ASSOCIATION MISSION STATEMENT

The Florida Youth Brahman Boosters Association (FYBBA) is committed to enhancing the programs and activities of youth involved in raising, producing or showing Brahman cattle in the state of Florida.

FLORIDA YOUTH BRAHMAN BOOSTERS ASSOCIATION VISION STATEMENT

We will be the premier youth Brahman advocates in the state of Florida. We envision our diverse, positive, community committed organization to provide resources to support Brahman youth development and leadership.

We are advocates for youth involved in raising, producing or showing Brahman cattle and advocating for the future Florida Brahman breeders.

We will strive to have our members well informed, educated and effective at all levels of the organization. We will work for collaboration with other organizations, building alliance to further the mission and vision of the organization.

We strive to maintain a working partnership with members of State and National Cattlemen's Organizations.

WHAT IS THE FLORIDA YOUTH BRAHMAN BOOSTERS ASSOCIATION?

The Florida Youth Brahman Boosters Association is Florida's youth Brahman advocate and education organization. Formed in 2014 by a dedicated group of breeders and supporters of Brahman youth, it was the first statewide youth Brahman support organization in the state of Florida.

Membership in the Florida Youth Brahman Boosters Association is \$25 per year. Members are eligible to take advantage of membership benefits, including tax write-off on all donations to the organization.

Florida Youth Brahman Boosters Association was organized for the following purposes:

1. Work for the solution of Florida Brahman youth problems.
2. Work in conjunction with the ABBA, AJBA, State Organizations and other agricultural alliances to develop practical solutions to assist youth in the areas of showing, education, marketing and promotion of Brahman cattle.
3. Unite the Brahman interests of Florida for the promotion and protection of common interests.
4. Cooperate to achieve common goals and purposes with other similar organizations in the nation.
5. Cultivate free enterprise and citizenship by instilling in Americans those ideals and principals, which are the foundation of our society.

FLORIDA YOUTH BRAHMAN BOOSTERS ASSOCIATION ORGANIZATION

Membership

The membership directs Florida Youth Brahman Boosters Association (FYBBA) through a duly elected Board of Directors.

Membership is comprised of two groups:

<u>Active Members:</u>	Classified as a ranch or individual, full- or part-time breeder or ranch employee.
<u>Associate Members:</u>	Those who do not qualify as active members but have a direct or indirect interest in agriculture.

Membership is accepted and classified by the Board of Directors.

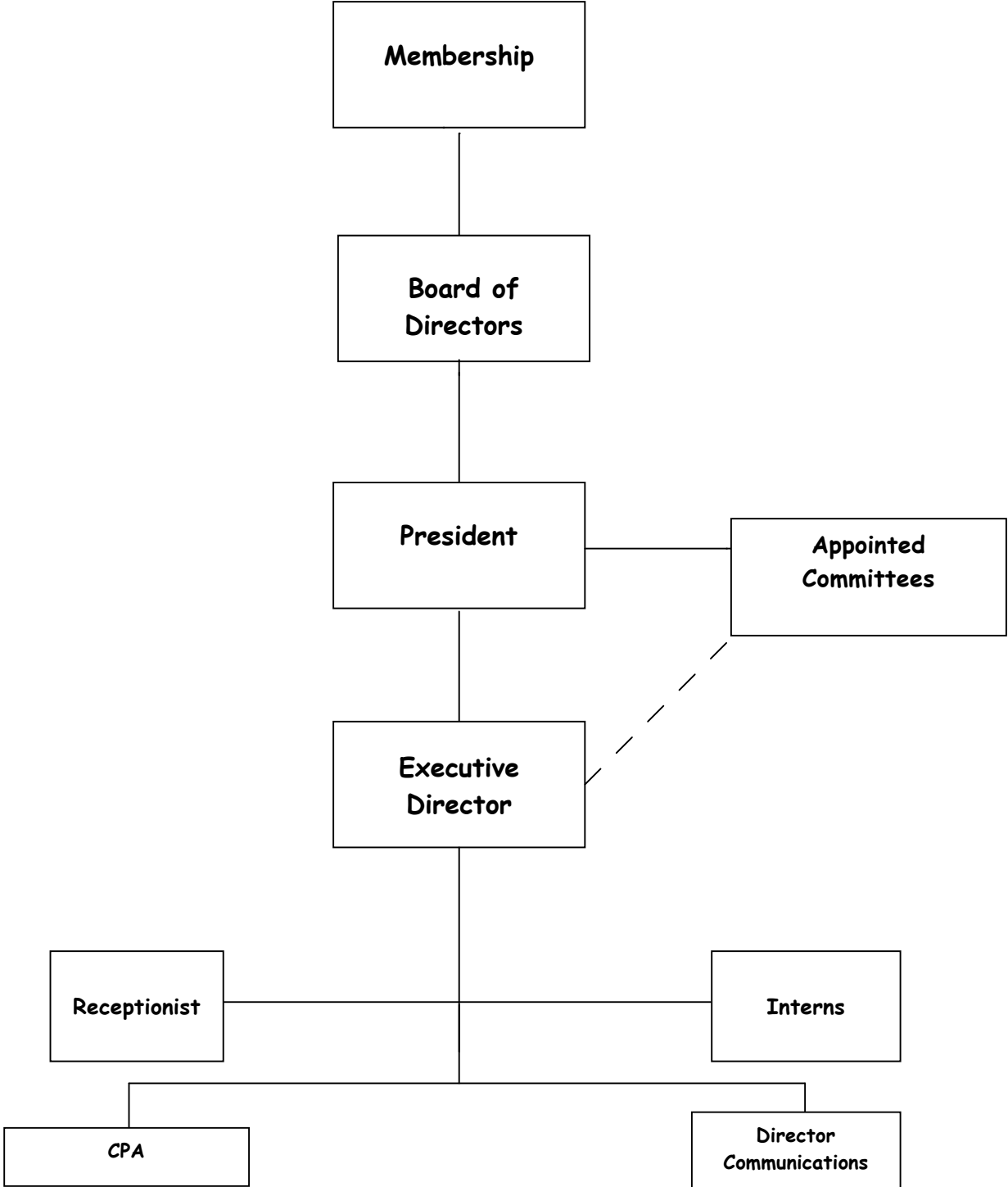
Membership Rights and Privileges

- ✓ Active members are entitled to all of the rights and privileges of the FYBBA as defined in the Membership Agreement, and to the privileges of the floor at regular or special meetings, subject to the rules governing such meetings.
- ✓ Associate members are entitled to all the rights and privileges of active members except that they may not vote in the annual or special membership meetings of the FYBBA nor may they hold office on the Board of Directors.
- ✓ Privileges and services provided by the FYBBA on the basis of membership are extended to include the immediate family of the member, i.e., the spouse and unmarried children under 21 years of age who are domiciled with the member.

Role of the Membership

- √ Assist in determining FYBBA objectives, principles and policies
- √ Elect Board of Directors
- √ Help finance FYBBA through voluntary paid membership dues
- √ Support FYBBA by active participation in its programs and activities
- √ Act as an ambassador for FYBBA in dealing with friends, neighbors and breed representatives, and
- √ Assume responsibility when called upon

FLORIDA YOUTH BRAHMAN BOOSTERS ASSOCIATION ORGANIZATIONAL CHART



FLORIDA YOUTH BRAHMAN BOOSTERS ASSOCIATION PHILOSOPHIES

A few of the philosophies developed are:

- √ FYBBA exists to serve its members, not for members to serve FYBBA.
- √ FYBBA gathers and analyzes facts before taking action. An individual can err and little damage is done, but an organization that acts for others must be right.
- √ FYBBA takes a long-term view. Public confidence is not achieved in a day.
- √ FYBBA members who believe in the vision and mission should be put to work and given an opportunity to serve.
- √ FYBBA is truly Florida's grassroots "Brahman Boosters" working for our future Brahman breeders.
- √ FYBBA is involved in the ABBA youth development programs, policy, education, marketing and promotion aspects of Brahman Youth in the state of Florida.
- √ FYBBA is an organization made up of member-families, where all family members share equal opportunities to support the organization

THE PRINCIPAL DUTIES OF THE BOARD OF DIRECTORS

- √ Determine general objective and policies
- √ Elect or appoint officers and executive director
- √ Protect and control the corporate assets while maintaining the integrity of the corporation through the adoption of sound fiscal policies
- √ Require progress and financial reports from those to whom responsibilities have been delegated
- √ Review and appraise the service activities and programs of FYBBA
- √ Select the Executive Director and ensure management policies for the Executive Director
- √ Make progress and financial reports to the membership
- √ Ensure maintenance of proper records
- √ Serve on committees as appointed
- √ Support the main source of operating funds, the annual meeting/state-wide show fundraiser
- √ Represent the FYBBA on outside committees and advisory boards as approved by the Board of Directors
- √ Support and be an active participant in FYBBA programs and services

RESPONSIBILITIES AND LIABILITIES OF THE BOARD OF DIRECTORS

The business and property of the Florida Youth Brahman Boosters Association shall be managed and controlled by a Board of Directors of not less than five members at any given time.

Directors shall hold office for a term of 2 years, and until their successors are elected and qualified, with half of the Board elected each year.

Directors shall be voting members in good standing.

A majority of the elected and appointed Directors shall constitute a quorum of the Board.

Any member who misses more than 50% of regular or special meetings in one year without approval by the President may be removed from the Board.

Directors may elect an interim director to serve the unexpired portion of the term of office for director whose position is vacated.

The Board does not make day-to-day operating decisions.

Directors must maintain a Standard of Conduct in the exercises of their functions. Among the Standards of Conduct would be to:

- √ Ask discerning questions
- √ Conduct FYBBA business with an absolute degree of fidelity and care
- √ Bestow the care and skill demanded by the situation
- √ Be adequately informed and conversant with business of the organization
- √ Attend meetings
- √ Express opinions, whether endorsing or descending
- √ Avoid personal conflicts of interest
- √ Maintain unquestionable personal integrity
- √ Represent the FYBBA within policy as approved by the Board of Directors
- √ Support and be an active participant in the FYBBA programs and services

RESPONSIBILITIES OF ELECTED OFFICERS

The Florida Youth Brahman Boosters Association Board elects officers annually.

President

Serves as Chief Executive Officer and presides over all Executive and Board meetings.

Vice President

In the absence of the President, exercises and performs the duties of the President, otherwise, has power and performs duties as assigned by President or by the Board of Directors. The Vice President assists the President in fulfilling his duties and performs duties assigned by the President and/or the Board of Directors.

Secretary

Keeps minutes of all meetings of the Florida Youth Brahman Boosters Association, recording all actions, while also giving all required notice, and duties relating to the Office of Secretary.

Treasurer

Is responsible for reviewing all the financial activities of the organization. Works with the Executive director to maintain the day to day financial operations of the organization.

MANAGEMENT

Florida Youth Brahman Boosters Association will endeavor to maintain the highest quality related personnel, motivated and trained in the services and support of the organization's policies and standards.

Executive Director

The Executive Director acts as the Chief Operating Officer of the Florida Youth Brahman Boosters Association. He/she is responsible for organizational structure and procedures; development and implementation of a fiscal operating budget; hiring; training and supervision of staff in the event that was needed; maintaining national and state relations; overseeing maintenance of organizations assets; and long-range planning. He/she serves as an activist on state and federal related issues affecting the FYBBA. He/she is responsible for monitoring growth management, show issues including regulatory programs affecting FYBBA and AJBA members at the local and regional levels. Responsible for bookkeeping; maintenance of service agreements with outside vendors; membership programs and benefits; and correspondence with FYBBA on membership matters.

Director of Communications

The Director of Communications is responsible for dissemination of mass communication pieces with the general membership; production of a bi-monthly newsletter; creation of press releases; audio-visual programming for special events; and website maintenance.

Receptionist

The receptionist is responsible for answering and directing all calls in a courteous and professional manner. He/she is responsible for greeting customers and assisting them with any inquiries. He/she may be assigned additional responsibilities by the Executive Director.

Office policy and daily management decisions are the responsibility of the Executive Director, seeking consultation with the President as necessary.

COMMITTEES

The President appoints the Chairman and Vice-Chairman of each committee, with the approval of the Board of Directors. Ad hoc committees may be created for a specific issue or policy matter.

AWARDS & RECOGNITION PROGRAMS

Various programs are sponsored by FYBBA and are available to youth in Florida.