



Jackson County Agricultural Society

Constitution and By-Laws

2026

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Jackson County Agricultural Society Constitution

ARTICLE I – Title

Section 1:

The name of the Society shall be the Jackson County Agricultural Society.

ARTICLE II – MISSION

Section 1:

The purpose of the Society shall be to hold an annual agricultural fair, to promote, to exhibit, to educate and demonstrate agribusiness products and techniques from the past, present and future in a festive atmosphere for all generations. To encourage and promote constructive youth activities, and to promote general community betterment together with all the industrial, commercial and educational interests of the county.

Section 2:

There shall be an annual exhibit on the Fairgrounds of said Society, the time and place of said exhibit to be determined by the Board of Directors.

ARTICLE III – Membership

Section 1:

Only residents of Jackson County, who are eighteen (18) years of age or older shall be eligible for membership. A qualified person may become a member, on payment of a fixed fee payable annually and shall be duly registered as a member on the records of the society for the calendar year for which the membership fee is paid. The fee for membership shall be fixed by the Board of Directors of the Society at the December meeting.

Section 2:

A printed certificate of membership shall be issued from a book in which duplicate stubs of the same shall be numbered consecutively. Membership certificates shall bear date - day and year membership begins and day and year membership terminates - denoting period of membership in the society and a place for the signature of the person holding said membership.

Section 3:

No person shall pay for or secure more than one (1) such membership and that membership shall be for him or herself. No memberships shall be issued to corporations, organizations, partnerships or firms.

Section 4:

A list of members shall be kept in the office of the Secretary of always said Society and open to public inspection, to afford convenient information to any resident of the County.

Section 5:

Only persons who purchase a Membership in society may vote or hold office.

Section 6:

Memberships shall be placed on sale at the January meeting each year and shall remain on sale until 6:00 pm Saturday night at the end of the fair. (Ref. Redbook Section 1711.07) Memberships shall be available for purchase prior to and after all regularly scheduled fair board meetings at the fair board office as well as specified times by the board of directors leading up to the county fair. Notice of the days and hours when memberships can be purchased shall be announced by website, social media post and at least one (1) newspaper of general circulation in the county twice (2) during the period of sale - once when they go on sale and again no less than fourteen (14) days before the sale is terminated, but not earlier than twenty-one (21) days before the sale is ended.

ARTICLE IV – Board of Directors**Section 1:**

The Directors shall be elected by the members of said Society, and the President, Vice President, Secretary, Treasurer or Secretary-Treasurer shall be elected by the Directors. The Corporate powers, property and affairs of the Society, subject to legal limitations, shall be exercised, conducted and controlled by a Board of not more than twenty-one (21) elected Directors. The County Commissioners of Jackson, the County Extension Educator, and any other person or persons appointed by the Board may be appointed annually as ex-officio of the Board, without the right to vote as a director. The elected Directors shall hold office for a term of three (3) years and continue until their successor shall have been elected and qualified.

Section 2:

The term of office for the President, Vice President, shall be for (1) one year. Only members of the Board of Directors may serve as President or Vice President.

Section 2B:

The President, Vice President, Secretary, Treasurer or Secretary – Treasurer shall continue in their respective offices which they are holding for the term they have been elected for until their successor is elected and qualified.

Section 3:

All candidates petitioning for members of the Board must be members of the Society. As a further condition of eligibility for election and selection as a board Member, the person selected shall not be tenants of fairground property (grounds keeper).

Section 4:

Any vacancy caused by death, resignation, removal from office, or other causes may be filled by the Board. The board shall appoint the next highest vote receiver in the previous election to fill vacancy until the next annual election, when a qualified director shall be elected for the unexpired term. The vacancy shall be petitioned separately from the other (3) year petitions.

Section 5:

If any member of the Board of Directors misses (3) three consecutive of the regularly scheduled 12 meetings (2nd Tuesday of each month), or (6) total of the regularly scheduled meetings the Board may declare his/her position vacant. The board shall name a successor per section 4 above to serve in their

place until the next annual election, when a director shall be elected for the unexpired term. There shall be no excuses or unexcused absences.

Section 6:

Any Jackson County Agricultural Society Member that has served a combined total of twenty (20) years as a Director will at retirement be considered an Honorary Member of the Jackson County Fair Board. Honorary Members will be entitled to privileges of active Directors, without a vote and as required by ORC 1711.06 must pay an annual membership fee if they wish to continue as an Agricultural Society member.

Section 7:

Honorary members will be entitled to (4) Season Passes to the Jackson County Fair and (4) complimentary camping days throughout the year excluding fair camping.

Section 8:

The fiscal year of the Jackson County Agricultural Society shall be December 1st of one year to November 30th of the next year.

ARTICLE V – Elections

Section 1:

PETITIONS – Members of the Society must declare their candidacy for the office of Director by filing with the Secretary of the Society his/her petition signed by twenty-five (25) or more members of the Society before close of business (5:00pm.), fourteen (14) days before the annual election of Directors is held. Only regularly nominated candidates who have met the filing requirements will be eligible for election as a director. The Secretary shall announce the filing requirements for the office of director and information as to how these may be fulfilled in the annual premium list, on the Society website, social media post and at least one (1) newspaper of general circulation in the county no earlier than six weeks and no later than two weeks before the annual election of directors or by letter mailed to each member of the society.

Section 2:

Previous to the elections, the President shall appoint three (3) judges and three (3) clerks, who are members of the Society, to conduct the election and declare the results thereof. Candidates may witness the count either in person or by proxy. Polls must be open not less than four hours and the opening and closing started at the notice of election.

Section 3:

JUDGES FOR ELECTION – The judges of election shall have the membership roll, verify the right to vote, register the names of all persons voting and issue ballots.

Section 4:

Clerks of ELECTION – The clerks of election shall tally the vote and supply the president and secretary with the results.

Section 5:

BALLOTS – The Secretary shall cause the names of all candidates to be printed on one ballot, and these ballots shall be delivered to the Election Officers.

Section 6:

VOTING – The voters shall procure the ballots from the Election Officers and remain in the designated area(s) for marking ballots and voting. Ballots shall not be taken from the designated area(s) for distribution or marking. Any information required may be obtained from the election judges. No person shall use Society funds, facilities or employees to promote or influence the votes for candidates or amendments to the constitution or by-laws of the Society. No solicitation or influence on any Agricultural Society members on the property in which the vote is conducted.

Section 7:

PROXIES – The casting of votes by proxy shall not be permitted.

Section 8:

The annual election of the Board of Directors shall be held not later than the fifteenth (15th) day of November and shall elect as mathematically possible – one-third (1/3) of its Directors, to a three (3) year term not to expire later than the thirteenth (13th) day of November. The date for the annual election shall be decided by the Board of Directors of the Society and may coincide with the Annual Meeting. The Reorganization Meeting shall be held immediately following the annual election. New directors and re-elected directors will be sworn in and seated. At that time the election of officers may then be conducted.

ORDER OF BUSINESS AT ANNUAL ELECTION / RE-ORGANIZATION MEETING

Opening of Polls

Closing of Polls (4 hours later)

Result of election of Directors

Newly elected/re-elected Directors take oath of office, by any Notary Public, Judge, or Mayor.

OATH OF OFFICE –

“I do solemnly swear (or affirm) that I will support the Constitution of the United States, the Constitution of Ohio, Laws of Ohio and rules and regulations of the Department of Agriculture of Ohio pertaining to agricultural societies and to the best of my ability perform the duties of Director of the Jackson County Agricultural Society, so help me God.”

Election of Officers

Section 9:

The term of office of the retiring Directors shall expire and that of the Directors-elect shall begin on the day of the re-organization meeting of each year, or until their successors are elected and qualified.

ARTICLE VI – Annual Meeting

Section 1:

Annual Meeting – The annual meeting of the Society shall be held at a designated, published location determined by the Board of Directors between October 1st and November 13th following its annual election of directors. Notice of the Annual Meeting shall be announced by website, social media post and at least one (1) newspaper of general circulation in the county at least ten (10) days prior to the date of meeting.

Section 2:

Officers and Directors of the Society shall make reports to the memberships of the Society and others in attendance concerning the past fair and events and make recommendations for the betterment of future fairs and events. The members shall be given the opportunity to make suggestions and recommendations for the improvement of the Society and the Fair. Such other business may be presented as may be prescribed by this Constitution or may be deemed proper by the Board of Directors.

ARTICLE VII – Standing Committees

The Standing Committees of the Society shall be appointed annually by the President, of three or more members and shall be: Executive Committee, Budget Committee, Long Term Planning Committee, Marketing Committee, Grounds and Facility Rental Committee, Camping Committee, Parking Committee, Gate Committee, Queens Committee, Maintenance Committee, Race Horse Committee, Public Relations Committee, Midway Committee, Safety & Security Committee, Entertainment Committee, Special Events Committee and any other deemed necessary.

ARTICLE VIII – GENERAL**Section 1:**

A list of all animals and articles for which premiums will be awarded by said Society shall be published as may be directed by the Board of Directors

Section 2:

All articles for premiums must be owned/leased by the person or persons offering the same or by some member or member of his or her or their family or the agent duly authorized for at least 30 days before the fair.

Section 3:

Awarding Committees consisting of one or more persons shall be annually elected by the Board of Directors for adjudging the merits of the different classes of articles or animals offered in awarding premiums for the same.

Article IX – Alcohol Sales**Section 1:**

The Board of Directors of the Society may authorize the sale of intoxicating beverages at the fairground events and receive revenue from those sales.

ARTICLE X – Rules**Section 1:**

The Board of Directors may enact such Rules and Regulations for conducting the business of the Society

which do not conflict with the Constitution or By-Laws, Regulations of the Ohio Department of Agriculture, or Laws of the State of Ohio.

Section 2:

EMPLOYMENT - Any Fair Board Director may not be employed and compensated by the Fair Board for any job that is up for bid, which any other person may be hired and compensated.

Section 3:

COMPENSATION – Each Officer, Member or Honorary Member of the Board of Directors who shall attend (10) or more meetings, regular or called, and who serve in their respective positions at the Fair, shall be entitled to (1) Agricultural Society Membership ticket in compensation for services rendered. Any other compensation deemed necessary may be determined by the Board of Directors based on the provisions of the Laws and Rules of County and Independent Agricultural Societies of the Ohio Department of Agriculture, known as “The Redbook”.

Section 4:

MARKETING – All marketing efforts pertaining to the Jackson County Fair including fundraising for Jackson County Fair property is to be administered by the Jackson County Fair Marketing Committee comprised of as many as - (3) Jackson County Fair Board Members, (2) Jackson County Livestock Committee Members, (2) Jackson County Advisory Council Members, (2) Jackson County Horse Committee Members, and (2) Junior Fair Board Committee Members. Received funds shall be allocated according to the schedule set by the Jackson County Fair Board with input by the Jackson County Fair Marketing Committee.

Section 5:

Equal Employment Policy - The purpose of the EEO Policy is to ensure compliance with all Federal Employment Laws applicable to the JCAS.

Procedures:

The JCAS will post the current Federal Wage and Standards Laws in a public area. When posting, interviewing and hiring the regulations of the EEOC are observed.

Implementation:

The JCAS will provide training and information to Directors who hire or contract services regarding the requirements of the Equal Employment Opportunity Law. No prohibited employment policies or practices will be permitted.

Section 6:

Sexual Harassment Policy - It is the Policy of the Jackson County Agricultural Society to adhere to the laws pertaining to Sexual Harassment as follows:

It is unlawful to harass a person (an applicant or employee) because of that person's sex.

Harassment can include “sexual harassment” or unwelcome sexual advances, requests for sexual favors, and other verbal or physical harassment of a sexual nature.

Harassment does not have to be of a sexual nature, however, and can include offensive remarks about a person's sex.

Both victim and the harasser can be either a woman or a man, and the victim and harasser can be the same sex.

Although the law doesn't prohibit simple teasing, offhanded comments, or isolated incidents that are not very serious, harassment is illegal when it is so frequent or severe that it creates a hostile or

offensive work environment or when it results or when it results in an adverse employment decision (such as the victim being fired or demoted).

The harasser can be the victim's supervisor, a supervisor in another area, a co-worker, or someone who is not an employee of the employer, such as a client or customer.

Section 7:

Whistleblower Policy - General:

The Jackson County Agricultural Society expects its directors and officers to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. As representatives of the Society, we must practice honesty and integrity in fulfilling our responsibilities and comply with all applicable laws and regulations.

Reporting Responsibility:

It is the responsibility of all directors, officers and employees to report violations or suspected violations in accordance with this Whistleblower Policy and Ohio's Whistleblower Code.

No Retaliation:

No director, officer or employee who in good faith reports a violation of the Code shall suffer harassment, retaliation or adverse consequences. A director, officer or employee who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including termination of their duties. The Whistleblower Policy is intended to encourage and enable any related or interested party to raise serious concerns within the Society prior to seeking resolution outside the Society.

Reporting Violations:

The Code addresses the Society's open-door policy and suggests that all parties share their questions, concerns, suggestions or complaints with the President of the Society who has the specific responsibility to investigate all reported violations.

Compliance Officer:

The Board President shall serve as the Society's Compliance Officer and is responsible for investigating and resolving all reported complaints and allegations concerning violations of the Code. Shall notify the accused and shall advise the Board of Directors and/or the Executive Committee. The Compliance Officer shall have direct access to the Executive Committee of the Board of Directors and is required to report to the Executive Committee at least monthly on any compliance activity.

Accounting and Audition Matters:

The Executive Committee of the Board of Directors shall address all reported concerns or complaints regarding corporate accounting practices, internal controls or auditing. The Compliance Office shall immediately notify the Executive Committee of any such complaint and work with the committee until the matter is resolved.

Acting in Good Faith:

Anyone filing a complaint concerning a violation or suspected violation of the Code must be acting in good faith and have reasonable grounds for believing the information disclosed indicates a violation of the Code. Any allegations that prove not to be substantiated and which prove to have been made maliciously or knowingly to be false will be viewed as a serious offense.

Confidentiality:

Violations or suspected violations may be submitted on a confidential basis by the complainant or may be submitted anonymously. Reports of violations or suspected violations will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.

Handling of Reported Violations:

The Compliance Officer will notify the sender and acknowledge receipt of the reported violation or suspected violation within five business days. All reports will be promptly investigated, and appropriate corrective action will be taken if warranted by the investigation.

ARTICLE XI – Amendments

Section 1:

Amendments to the Constitution or By-Laws may not be altered or amended unless it is done in accordance with ORC 1711.02 and ORC 1711.03

A. A majority of the Board of Directors at a scheduled meeting voting in favor of placing an amendment on the ballot; or

B. Filing a petition with the Secretary of the Society at least 14 days prior to the annual election of the membership of the Society. Said petition must set forth the proposed amendment and be signed by not less than 25 members.

Section 2:

If an amendment is proposed, it shall be submitted to the membership of the Society at the Annual Meeting of the membership of the Society.

Section 3:

When more than one amendment shall be submitted at the same time, they shall be submitted to enable the members to vote on each amendment separately.

Section 4:

If the majority of the membership voting on the proposed amendment shall adopt such amendment, it shall become part of the Constitution or By-Laws.

By-Laws

Section 1A:

Quorum - Any eleven (11) members of the Board of Directors shall constitute a quorum for transaction of business

Section 1B:

The Executive Committee shall consist of President, Vice President, Secretary, Treasurer, Trustee which is voted on by the board of directors at the election of officers and a minimum of (3) are required in attendance to constitute a quorum. The purpose of the trustee is to prevent a tie.

Section 2:

MAJORITY VOTE- A majority vote of the quorum shall carry all questions, unless otherwise specified.

Section 3:

Meetings - (12) Regular meetings of the Board of Directors shall be the second (2nd) Tuesday of each month at 6:30 PM at the Jackson County Senior Fair Office.

Section 4:

SPECIAL Meetings – Special meetings of the Society may be called by the President or by one third (1/3) of the Board of Directors when in their opinion such meetings are advisable.

Section 5:

ADJOURNMENT – Any meeting of the Society may be adjourned to a later date by a majority vote of the members present.

Section 6: DUTIES OF OFFICERS

– The President shall:

- Preside at all meetings of the Society, the Board of Directors and the Executive Committee.
- Call Meetings of the Board of Directors that he/she may think necessary.
- Be an ex-officio member of all standing committees.
- Exercise general supervision over the affairs of the Society and perform the duties prescribed in the Constitution, and other such duties as usually delegated to him/her by virtue of the office.
- Appoint all Committee Chairpersons.

– The Vice President shall:

- Perform all the duties of the President in his/her absence
- In case of inability or vacancy by death or otherwise of the President, the Vice President shall act as President until said vacancy is filled by either appointment or elections.
- Maintain a copy of the current constitution and bylaws and have them present at all meetings.

– The Treasurer shall:

- Give bond with open or more securities to be approved by the President, in the sum of Three Thousand (\$3,000) Dollars, payable to the Board of Directors of said Society, conditioned for the honest and faithful disbursement of all money that may come into his/her hands by virtue of said office. He/she shall also receive and safely account thereof in a book to be kept by himself/herself for that purpose and make do settlement with the Board of Directors when requested to do so and perform all duties of said office according to law.

– The Secretary shall:

Give bond in the sum of Three Thousand (\$3,000) Dollars for the faithful performance of his/her duty and transfer all monies that may come into his/her hands to the Treasurer. It shall be his/her duty to cause the annual election of officers to be advertised in a newspaper having general

circulation in the county. He/she shall keep a correct Journal of all the proceedings of the Board of Directors and have those records available to the public at the next regularly scheduled meeting. He/She shall keep a cataloged journal of all board approved resolutions.

Section 7: MONIES -

All monies and credits belonging to said Society shall be turned over to the Secretary, Treasurer or Secretary – Treasurer and deposited in some State or National Bank to the credit of said Society, and no money shall be paid out except by check signed by either the President, Secretary and/or Treasurer with at least two (2) of the three with the exception of regular monthly payments (example: electric water etc) (3) office holders signing check or in the event that the Secretary or Treasurer is one person then by the President and Secretary-Treasurer.

Section 8: PURCHASING -

Section 8A: PURCHASE REQUISITION -

Any Fair Board Member can make a purchase on behalf of the Fair Board but must obtain purchase requisition number from the Treasurer. Any purchase made without a PO number by a board member may be subject to receiving a bill from said Society. The Treasurer may suspend the purchase requisition policy for the week of the fair to his/her discretion (Not before July 1 and not after July 30th)

Section 8B: LARGE PURCHASES –

Any purchase/project more than (\$50,000) must comply with Ohio Competitive bidding requirements ORC Section 123:5-1-07(The Invitation to bid process).

Section 9A: RESOLUTIONS –

Any piece of legislation involving any purchase more than (\$1,000.00), budgets, contracts excluding rule changes and any other form of legislation deemed necessary by the board must undergo three (3) readings upon three (3) separate dates and pass by majority of the board of directors.

Section 9B: EMERGENCY CLAUSE –

To suspend the three (3) reading rule you must first suspend the rule by a two-thirds (2/3) majority of the twenty-one (21) member board - (14 or more yes votes), with a roll call vote. If passed the rule is suspended and the resolution is then officially called for a vote and must pass by majority. If the Emergency Vote fails, the resolution receives one (1) official reading.

Section 9C: MOTION -

Ensures that no decision is accepted without the opportunity for discussion and a vote.

Section 10: Naming Policy -

The Fair board will have the final say of naming facilities but will partner with sub-committees to ensure proper naming rights are delivered fairly. Cost and years will be determined on a case-by-case basis.

Section 11: Credit/Debit Card Policy -

Policy Statement It is the intent of the governing body of Jackson County Agriculture Society to provide a company issued credit card and/or bank account related debit card, for use by executive board members and governing body officials, for official company use only. The President, Vice-President, Secretary and Treasurer will be issued a card with his or her name on the card. This policy applies to all employed staff and officials of the governing body of Jackson County Agriculture Society. Additionally, this policy applies to all usage of the company issued credit/debit card.

Authorized Uses Authorized uses of the company issued credit/debit card are as follows:

Travel costs: Lodging Shuttle service Rental vehicles Gasoline for Rental Vehicles Gasoline when used and documented usage is for official company business Meals – documented as outlined in this policy

Purchases: Office supplies other expenses when the PO process is not possible due to timing

Unauthorized Uses Any personal charge whatsoever, including but not limited to personal meals, personal telephone usage and included in lodging bills associated with official business purposes

Violations of this usage policy may result in cancellation of the credit/debit card, formal reprimand as follows:

First violation: Formal Reprimand and Termination of Usage Privileges for one month.

Second violation: Immediate usage termination.

Documentation Receipts supporting credit/debit card usage MUST be attached to the monthly “accounting report”. The receipts should be stapled to an 8 ½” by 11” piece of paper and attached to the “accounting report”. Sufficient description should be provided in the attachment to assist the accounting department in coding the charge to the proper general ledger account.

Special Documentation for Business Meals and Entertainment Expense Charges a Separate Business Meals and Entertainment Form will be completed for each charge. This form requires the following documentation: Payee (Establishment) Amount Classification as meal or entertainment Date Time Name(s) of Attendee(s) Business purpose Business relationship between the employee(s) and the guest(s) Signature of the responsible employee attendee All of these types of charges must be accompanied by original receipts stapled to an 8 ½” by 11” piece of paper. Receipts must include BOTH the itemized food and beverage receipt, along with the payment receipt (including gratuity). Failure to follow these documentation requirements will result in the employee/official being required to reimburse the company for the charge. 2

Section 12: Public Records Request -

Access to information concerning the conduct of the people’s business is the right of every person in this state. Records of the Jackson County Agricultural Society (JCAS), which are not exempt from disclosure under the law, are available for inspection and copying in accordance with the Ohio Public Records Act. Requests for records may be made to: Jackson County Agricultural Society at P. O. Box 382, Wellston, Ohio 45692, Attn: Secretary. You may view the records you have requested at all reasonable times during the regular business hours of this office. If you wish to view public records of our office, we will mutually agree on a time to make them available to you. If you wish to

receive copies of records, we will provide an estimated time frame when they should be expected, considering the volume of records requested, the proximity of the location where the records are stored and the necessity for legal review of the records requested. Upon receipt of your request, we will acknowledge your request and provide you with an estimate of when you should expect our response, an estimated cost if copies have been requested and the items (if any) that we expect may be exempt from disclosure. If at any time prior to completing our response, we believe our response will take longer than initially estimated (because of volume of records requested, the proximity of location where records are stored); or the complexity of the legal review; we will notify you of this change. It is within your rights NOT to:

- Disclose your identity to the JCAS when you request records. You will be given a public records request number, which we will use to track our communications with you, and our response(s) to your request.
- Provide our office with any written request and,
- Provide any reason why you have requested these records. If any portion of your request for records must be denied because the records are exempt from disclosure under the law, we will inform you which records you have requested are not public by clearly marking the portion “redacted” or we will explain which portions of the record(s) have been redacted. In addition, we will provide you with the legal authority upon which we have relied. Please note that if we have denied your request because it is overbroad, ambiguous, or doesn’t reasonably identify our records, we will provide you with information about how our records are maintained and if you wish, you may revise your request for the records. *A fee for copies of public records will be charged for the cost of duplication incurred by the JCAS; currently this fee is \$.25 per page. The charge for downloading computer files to an external drive will be provided by the requester and will cost \$25. There is no charge for email documents. In addition, the actual cost of postage or other delivery may be charged. We will require payment of these fees prior to processing your request.

Section 13: Cybersecurity Policy

1. Purpose

The purpose of this policy is to protect the Jackson County Fair Board’s information, money, and systems from cyber threats such as hacking, fraud, and data loss.

2. Scope

This policy applies to all Fair Board members, volunteers, employees, and contractors who use Fair Board email accounts, financial systems, websites, social media, or devices for Fair Board business.

3. User Responsibilities

All users must:

1. Use Fair Board systems for Fair business only
2. Protect passwords and not share accounts
3. Be alert for suspicious emails or messages
4. Report on security concerns immediately

4. Account and Password Security

1. Each user must have their own account where possible
2. Strong passwords must be used and kept private
3. Multi-factor authentication (MFA) must be enabled when available
4. Access must be removed when a person no longer serves the Fair Board

5. Email and Fraud Awareness

1. Do not click unknown links or attachments
2. Any request for money, gift cards, or banking changes must be verified by phone
3. Suspicious emails or messages must be reported immediately

6. Financial Controls

1. Payments and banking changes require approval by at least two authorized individuals
2. Banking and accounting systems must be protected with strong passwords and MFA

7. Devices and Wi-Fi

1. Devices used for Fair Board business must be locked with a password or PIN
2. Lost or stolen devices must be reported immediately
3. Public Wi-Fi must not be used for banking or financial transactions

8. Data Protection

1. Sensitive information (banking, payment, personal data) must be kept secure
2. Sensitive information should not be shared through personal email or text messages

9. Incident Reporting

Any suspected cybersecurity incident must be reported immediately to:

1. **President:** _____
2. **Secretary / IT Contact:** _____
3. **Treasurer:** _____

10. Enforcement

Failure to follow this policy may result in loss of system access or other action by the Fair Board.

11. Review

This policy will be reviewed annually or as needed.

Section 14: Code of Conduct -

1. Introduction

As Directors of the Jackson Country Fair, we recognize the trust placed in us by our members and stakeholders. We will uphold the highest standards of ethical leadership and accountability while conducting the business of the organization. This Code of Conduct outlines the values, behaviors, and responsibilities we commit to as stewards of the nonprofit's mission.

2. Principles and Values

Board members shall adhere to the following principles and values:

Ethics and Integrity – We act ethically and with integrity in all interactions.

Compassion and Respect – We treat each other and our stakeholders with compassion, respect, and kindness.

Justice, Equity, Diversity, and Inclusion – We actively promote these principles through our words and actions.

Openness and Transparency – We strive to make decisions and take actions transparently, restricting information only when necessary.

Leadership – We lead by example, upholding these values in our governance.

3. Duty of Care, Loyalty and Obedience

Board members are entrusted with ensuring the financial and operational health of the organization and must uphold the following legal duties:

Duty of Care – Exercise reasonable care in decision-making as a responsible steward of the organization.

Duty of Loyalty – Place the interests of the organization above personal gain and avoid conflicts of interest.

Duty of Obedience – Stay faithful to the nonprofit's mission and ensure compliance with laws and bylaws.

4. Ethical Conduct and Conflict of Interest

Board members must disclose any personal, professional, or financial interests that may conflict with those of the nonprofit. We will act professionally, fairly, and without bias, ensuring that our actions align with the mission and values of the nonprofit.

5. Financial Oversight and Stewardship

We ensure financial resources are used efficiently and effectively.

6. Meetings and Participation

Board members shall actively participate in meetings and discussions. We will come prepared, having reviewed relevant materials beforehand. Respectful listening and constructive communication are expected. Avoid misrepresentation, personal attacks and divisive behavior.

7. Public Representation

Board members shall represent the organization professionally and accurately. Directors shall not speak on behalf of the organization unless authorized. Public statements should align with the nonprofit's

mission and values. Board members shall maintain the confidentiality of privileged or sensitive information.

8. Applicable Bylaws section for directors not in compliance

The board may suspend a Director for non-compliance (requiring the affirmative vote of two-thirds of the Directors) for a maximum of 30 days, as provided in this article. The Director in question shall be excluded from such a vote.

9. Removal of a director

(requiring the affirmative vote of two-thirds of the Directors) shall be for the conviction of a Felony.

**This Constitution and Bylaws adopted February 10th, 2026, supersedes the Constitution and Bylaws in effect before that date.*

Chris Walla President
HL Secretary

ATTEST: Adopted at the Annual Meeting of the Jackson County Agricultural Society held on November, 2026 after a majority vote was received by Jackson County Agricultural Society Members.

ATTESTED: _____ Secretary _____ Date

Approved by JCF Board of Directors: February 10th, 2026