

Washington
no 43

THE FUTURE FARMERS OF AMERICA

APPLICATION FOR CHARTER

To- Dr. C. H. Lane
~~Executive Secretary-Treasurer~~
Executive Secretary-Treasurer
Future Farmers of America
Blacksburg, Virginia

We, WILLARD KAISER....., President, JACK HANSEN..... Secretary;
and J. A. Guitteau..... Adviser, officers of the State organization
known as FUTURE FARMERS OF AMERICA..... a State organization
for students of vocational agriculture, having at present 23.....
chapters and 4289..... members, and being empowered to act for this
number
organization, do hereby make application to be chartered as branch of
the "Future Farmers of America".

We are attaching to this application (1) the proposed State constitution
and by-laws under which we desire to work; (2) a copy of our State program
of work for the year; (3) a list of all local chapters and a statement of
the total membership of each; and (4) a check for \$5.00, to cover cost of
issuing charter.

The names and addresses of our State officers are as follows:

President	<u>Willard Kaiser Cheney</u>	<u>Future Farmer</u>
	name	address
		grade of membership
Vice-Pres.	<u>Dale Barr</u>	<u>Waitsburg</u>
		<u>(Yakima High School)</u>
Secretary	<u>Jack Hansen</u>	<u>Yakima</u>
		" "
Treasurer	<u>Edwin Lee</u>	<u>Menlo High School</u>
		" "
Reporter	<u>Orval Mackin</u>	<u>Walla Walla High</u>
		" "
Adviser	<u>J. A. Guitteau</u>	<u>Olympia</u>

If granted a charter, we promise to comply with the national constitu-
tion and by-laws of the Future Farmers of America and to work for the
success of the organization.

We certify that the information given in this application and attached
hereto is correct.

Signed: Willard Kaiser.....
State President
Jack Hansen.....
State Secretary
J. A. Guitteau.....
State Advisor

PROGRAM OF WORK

1. Organization of a local chapter of F. F. A. in each Smith-Hughes Agriculture High School of the State during the coming year.
2. Make a yearly analysis of work accomplished in carrying out this program and report at the annual meeting.
3. Hold an annual meeting in connection with the Smith-Hughes Conference at the State College of Washington.
4. Send delegates to the National Congress of F.F.A. to be held at Kansas City next fall in connection with the Western Royal Live Stock Show providing satisfactory arrangements can be made for financing the transportation of such delegates.
5. The state organization and local chapters undertake to assist in paying the incidental expenses of delegates to the National Congress in so far as may be necessary.
6. Each local chapter to hold a Father and Son Banquet during the year.
7. Promote the holding of such regional and state contests, in addition to those already being held, as may seem worth while, e.g., debating and oratorical contests.
8. Develop a thrift program in each local chapter in which 100% of the members shall participate.

WASHINGTON STATE CHAPTER
OF
FUTURE FARMERS OF AMERICA

FUTURE FARMERS OF AMERICA

WASHINGTON STATE CHAPTER.

CONSTITUTION

Article I. Name and Purposes

Section A. The name of this organization shall be the Washington Association of Future Farmers of America. Members of local chapters are hereinafter referred to as "Future Farmers of America."

Section B. The purposes for which this organization is formed are as follows:

1. To promote Vocational Education in Agriculture in the state of Washington
2. To create more interest in the intelligent choice of farming occupations
3. To create and nurture a love of country life
4. To encourage recreational and educational activities in vocational agriculture
5. To promote thrift
6. To encourage cooperative effort in vocational agriculture
7. To strengthen the confidence of the farm boy in himself and his work
8. To promote scholarship in vocational agriculture
9. To develop rural leadership

Article II. Organization

Section A. Local chapters of the Washington Association of "Future Farmers of America" shall be organized in schools having systematic instruction in vocational agriculture, under the provisions of the Smith-Hughes Act and not in any other schools.

Section B. Members of local chapters shall meet, organize and adopt the State Constitution as their own, elect officers, set up a program of work, and then apply to the State Secretary for membership in the State organization. After this application has been approved by the State Secretary the members of the local chapter may then be known as "Future Farmers of America."

Article III. Membership

Section A. Membership in this organization shall be active and honorary.

Section B. Active Membership - Any student of vocational agriculture who is regularly enrolled in a part-time or all-day class is entitled to active membership in "Future Farmer" chapters upon receiving a majority vote of the members present at any chapter meeting. A member may retain his active membership for three years after completing his systematic instruction in vocational agriculture.

Section C. Honorary Membership - Instructors, school principals, superintendents, business men, and others who are helping to promote vocational agriculture may be elected to honorary membership by majority vote of the members present in any meeting.

Article IV. Membership, Grades and Privileges

Section A. There shall be four grades of membership based upon achievement. These grades are: (1) Green Hand; (2) Future Farmer; (3) State Farmer; and (4) American Farmer.

Section B. Qualifications for Election - The qualifications for election for the various degrees and privileges contingent on them will be found in Article VII of this Constitution.

Article V. Officers

Section A. The officers of the Washington Association of "Future Farmers of America" shall consist of (1) a president; (2) vice president; (3) secretary-treasurer; (4) adviser; and (5) reporter. These officers shall be elected annually by a majority vote of the delegates present at a regular state convention of "Future Farmers." The officers shall perform the usual duties of their respective offices.

Section B. Representation at elections - Each local chapter shall be entitled to two delegates in the State Convention, who shall represent the local chapter in balloting for officers and members who are nominated to be advanced to the grade of "State Farmers."

Section C. The Executive Committee - The executive committee of the State organization of "Future Farmers of America" shall consist of the State officers ex-officio and three members elected by the delegates in State Convention. This committee shall perform the usual duties of an Executive Committee: review and approve receipts and disbursements, act as a nominating committee and be responsible for the welfare of the organization.

Section D. Officers of the Local Chapters - Officers of the several local chapters shall be identical with those for the State organization and shall be elected annually at a regular meeting of the several chapters.

Article VI. Meetings

Section A. A meeting of the State Convention of "Future Farmers of America" will be held annually and at least thirty days prior to the meeting of the National Congress of "Future Farmers of America," at such time and place as may be determined upon by the State Executive Committee.

Section B. Local Chapters shall hold their meetings monthly or oftener and at such time and place as may be decided upon by the executive committee of the local chapter.

Article VII. Qualifications for Membership

Section A. Green Hand

1. Fourteen years of age.
2. Be regularly enrolled in a class in vocational agriculture.
3. Possess facilities for and have a satisfactory program of supervised practice.
4. Receive a majority vote of the members present at a regular meeting of the local chapters of "Future Farmers of America."

Article VII. Qualifications for Membership (Cont'd)

Section B. Future Farmer

1. Satisfactory completion of at least one year in vocational agriculture, including a program of supervised practice.
2. Earn and deposit in a bank, or otherwise productively invest at least \$25.

Note: Any modification of No. 2 above must be approved by the State Adviser.

3. Be regularly enrolled in vocational agriculture with a satisfactory supervised practice program.
4. Recite from memory the "Future Farmers" creed.
5. Be able to lead a group discussion for ten minutes
6. Receive a majority vote of the members present at a regular local chapter meeting of "Future Farmers of America".

Section C. State Farmer

1. Qualifications for Election -

At least two years of systematic instruction in vocational agriculture with an outstanding supervised practice program in operation.

2. Earn and deposit in a bank, or productively invest at least \$200. This may include the \$25 saved while advancing to the grade of "Future Farmer".
3. Be familiar with parliamentary procedure by having held office in the local chapter.
4. Be able to lead a group discussion for 40 minutes.
5. Make the school judging team, debating team, or some team representing the school.
6. Show marked attainment in scholarship in all school subjects. (Grade above 85)
7. Possess qualities of leadership as shown by having held responsible positions in connection with student and chapter activities.

Section C. State Farmer (Cont'd)

8. Each state shall be entitled to elect ten qualified individuals, but where the State membership exceeds 500, not more than two per cent of the total State membership may be elected, fractions counted to the nearest whole number. Only copies of written records of achievement verified by the local adviser shall be submitted to the State adviser by the local executive committee at least one month prior to the State Convention. The adviser will then review the records and submit his findings to the State Executive Committee. This committee will nominate at the regular State Convention the candidates who have been found most worthy to receive honor. Synopsis of these records shall then be read by a member of the Executive Committee when the students are nominated. The delegates shall then proceed to elect to the "third degree" the number of candidates to which the State is entitled.

Section D. American Farmer

1. Qualifications for Election
Hold the degree of "State Farmer".
2. Be engaged in a farming occupation or have definite plans for becoming a farmer.
3. Possess demonstrated ability to farm by having conducted an outstanding program of supervised practice throughout the period of vocational training.
4. Earn and deposit in a bank or otherwise productively invest at least \$500.
Note: In cases where the applicant had assisted in the support of dependents the amount so expended, in the judgment of the National Board of Trustees, may be considered as an investment.
5. Must have held office in a State organization or have represented a State in a national contest.
6. Possess demonstrated ability to work with others by having participated in some agricultural cooperative enterprise or movement.
7. Be recommended by the National Board of Trustees and receive a majority vote of the delegates present at a National Congress of "Future Farmers of America".

- Section E. Honorary members shall not vote nor shall they hold any office except that of adviser in the state and local organizations and that of Executive Secretary-Treasurer and adviser in the National organization. Exceptions to this provision are permitted during the first two years of a chapter's existence.

Section F. Only members who have been elected to the grade of "American Farmer" are eligible to hold national offices after 1929. Two years after the Washington State organization has been chartered all Washington officers shall have attained the "State Farmer" degree. Officers in the local chapter must not rank lower than the grade of "Future Farmer".

Section G. Honorary members are eligible to election to any degree provided they have done outstanding work in promoting vocational agriculture and the organization of "Future Farmers of America."

Article VIII. Dues

Section A. Membership dues in a state organization shall be fixed by the state executive committee subject to approval by a majority vote of the delegates present at the State Convention of "Future Farmers of America."

Section B. The dues of any local chapter shall be fixed by a majority vote of the membership of that chapter.

Article IX. Amendments

Section A. Amendments to the State Constitution shall be submitted in writing by the delegates from any chapter at an annual State Convention of "Future Farmers of America." Amendments shall be adopted when they receive a two-thirds vote of the delegates present.

Section B. In order to secure flexibility by-laws may be adopted to fit the needs of the state organization or local chapter, providing they are not in conflict with the State Constitution, which is also the Constitution of each chapter.

Article X. Insignia

Section A. The insignia of the "Future Farmers of America" shall consist of an owl, representing wisdom; a plow, representing tillage of the soil; the rising sun, representing progress; with a background of a cross-section of an ear of corn which represents common agricultural interests since corn is native to America and grown in every state.

Section B. All active and honorary members shall be entitled to wear the insignia appropriate to their rank. "Green Hands" are entitled to wear a bronze insignia. "Future Farmers" are entitled to wear a gold insignia. Members elected to the degree of "State Farmer" are entitled to wear the gold insignia on a rectangular key base. All members elected to the degree of "American Farmer" are entitled to wear the gold insignia directly mounted on a key.

WASHINGTON ASSOCIATION OF FUTURE FARMERS OF AMERICA

BY-LAWS

Article I - Election of officers

Section A - Nomination - On the second Monday previous to the last regular meeting of the school year, the secretary of the chapter shall post on the official bulletin board, notice that nominations will be received until the end of the last school session for that week, for officers of the local chapter for the ensuing year, and this notice shall also furnish the following information:

- a. That a locked box with a slot will be placed at a specified location throughout the week, in which nominations may be deposited..
- b. The qualifications required of chapter officers.

Section B - Election meeting - On the Monday previous to the last regular meeting of the year the secretary of the chapter shall post on the official bulletin board notice that election of officers for the ensuing year will be held, either at the time and place regularly set for meeting, or the time and place of such meeting to be specified in the notice, such time and place having been determined by the executive committee.

Section C - Manner of Election - At the time and place of election the secretary of the chapter shall read aloud or post plainly in sight of all members, the names of all persons having been nominated for the office of president, whom the executive committee, by previous meeting, have ascertained to be qualified for office, under the provisions of the constitution. The members shall then vote by ballot for president, and three members specified by the president shall collect, count, and tally the ballots and report the count to the secretary, who shall record the result of the election in the minutes of the meeting.

The vice-president, secretary-treasurer, and report shall then be elected in the same manner and in the order named.

The instructor of vocational agriculture shall be adviser of the chapter ex-officio.

Section D - Report of Secretary-Treasurer - At the same meeting at which the officers are elected, and immediately subsequent to the election, the out-going secretary-treasurer shall read the treasurer's report for the month, and the same shall be approved by vote of the chapter members, and shall also receive the approval of the chapter adviser in writing in the minute book, follow the minutes of this meeting, and when full approval is given to the report the books of the chapter and all matter kept in the possession or under the

Section D - Report of Secretary-Treasurer (Cont'd)

personal control by lock and key or other manner, of the officers of the chapter shall be turned over to the possession or control of the incoming officers who shall make receipt severally in the minutes of the meeting for the various articles received by each one of them.

Provided: That if the books and accounts of the chapter be not properly kept to date, and all outstanding accounts paid to the satisfaction of a majority of the chapter members as signified by their vote of approval, and of the chapter adviser, then the secretary-treasurer shall be instructed by the president to correct his accounts, attend to unfinished business and call a special meeting with a notice of one day, posted as for a regular meeting, at which meeting the amended accounts shall again be inspected, and shall then be turned over to the incoming officer. This special meeting shall be held not later than seven days subsequent to the last regular meeting of the year. In case all property of the chapter shall be turned over to the incoming officers at this special meeting instead of the last regular meeting of the year.

Article II.

Section A. Duties of Officers - It shall be the duties of all officers to be acquainted with the manner of conducting a meeting in order to lead the members in meeting according to proper procedure. They shall therefore become acquainted with the main rules of parliamentary practice.

Section B - Duties of the President - The president shall lead the meetings, assume responsibility for the policy and program of the chapter, and he shall be ex-officio chairman of the executive committee and of all committees appointed by him. He shall issue orders to the treasurer for payment of approved bills and shall sign joint checks for same.

Section C - Duties of the vice president - The vice president shall lead the meeting in the absence of the president and shall be chairman of the executive committee in case the president is absent from a meeting. He shall assist the president in carrying out the duties of his office.

Section D - Duties of the Secretary-Treasurer - The Secretary-Treasurer shall keep the minutes of the chapter at meetings, shall keep the books and accounts of the chapter correctly and up to date, shall be custodian of the funds of the chapter and shall sign with the president joint checks for the disbursement of funds of the chapter.

(A copy of Robert's Rules of Order should be in possession of each chapter)

Article II. (Cont'd)

Section E - Duties of the Reporter - The Reporter shall assume the responsibility of taking notes of events, decisions, actions, new policies of the chapter, the State associations or the National Future Farmers, and preparing them for printing in the public press. He may appoint assistants as he desires but shall accept responsibility for all news given out. He shall prepare news articles to acquaint the public with contests, fairs, etc., in which the chapter is entering, State Conventions to which delegates are sent or outstanding projects or records secured by chapter members. In everything he shall strive to win public recognition and approval of the worthwhile activities of the chapter and the State and National organization. He shall be a member of the Executive Committee of the chapter.

Section F - Duties of the Adviser - The adviser shall aid the elective officers in carrying out the duties of their offices, shall audit the accounts of the chapter and suggest corrections, shall inspect the minutes and advise as to keeping them correctly, shall provide means by which officers and members shall become familiar with parliamentary practice, shall be present as adviser at all chapter meetings and meetings of the Executive Committee and shall generally endeavor to so assist the elective officers as to enable them to lead the chapter to its fullest possible achievement.

Note: The adviser shall not vote either in chapter meeting or in committee meeting.

Article III. Election of Delegates to State Convention

Section A - At the last regular meeting of the chapter previous to the annual convention of the State association, the president shall read to the chapter the names of all members who are eligible to be advanced to the degree of State Farmer. From the list of these, the chapter shall nominate two delegates who shall represent the chapter in the State Convention and two alternate delegates who will be available in case of inability of either of the regular delegates to attend the convention, and in case of a substitution of one alternate for a delegate, the alternate receiving the larger number of votes shall be chosen. The President of the chapter shall be responsible for the representation of the chapter at the State Convention. In case two members of the local chapter are not eligible to be advanced to the grade of State Farmer, two delegates shall be chosen from the number of those who have been elected by the chapter to the Future Farmer degree.

Article IV. Chapter Finances

Section A - Sources of Income - It shall be the policy of this chapter to secure such funds as may be necessary to carry on the various activities of the chapter without recourse to dues collected from the individual members, but in cases of unusual need a special assessment may be levied. Assessments when levied are collectable against all members within thirty days and all members having unpaid assessments outstanding against them automatically lose the right to vote for officers, delegates or new members.

Article IV. Chapter Finances (Cont'd)

Section B - Deposit of Funds - The funds of the chapter shall be deposited by the secretary in a bank decided on by vote of the chapter, and shall be subject to check only when such check is signed by both the President and Secretary of the chapter. The chapter executive committee shall fix a day on which all funds having accrued shall be deposited weekly by the secretary in the bank selected.

Section C - Receipts issued - The Secretary shall be furnished with a permanent financial record book and with receipt books containing stubs with a record of the receipt issued. He shall receipt for all sums paid in to him for all purposes, and the receipt books containing the record of receipt shall become a part of the permanent property of the chapter. The Secretary shall turn over such receipt books to his successor in office as part of the books of the office, without which his report shall not be deemed complete.

Section D - Payment of Bills - All accounts opened and purchases made for this chapter shall be made in the name of the chapter and all bills shall be presented under this name. At each regular meeting in the regular order of business the secretary shall ready such bills as have been presented since the previous meeting and at the end of reading such bills the President shall ask for the wish of the chapter regarding them. If the chapter votes to allow the bills and draw a warrant or warrants on the chapter treasury for this purpose, the President shall instruct the Secretary to draw up such warrant or warrants. If the executive committee decides that disbursements are needed for small accounts for cash payments they may make such disbursements not to exceed ten dollars and the sum with full receipts as vouchers may be presented to the chapter at the next regular meeting as a bill.

Provided: That if the chapter decide by a majority vote that such disbursement was not necessary or justified they may refuse payment of such bill and no member or members of the executive committee shall have any recourse within the provisions of these by-laws to secure payment of same.

Article V. Initiations

Section A - Active Members - All active members shall receive a regular initiation, prepared and adopted as a permanent chapter initiation form symbolizing in such fashion as will appeal most strongly to the members, those traits of character and vocational habits most needed by the new member in his life work. New members shall be initiated between the first and second regular meeting of each school year.

Section B - Honorary Members - Honorary members after being voted into the chapter shall be questioned by the President or some person to whom this duty shall be assigned, and may signify a desire either to receive or not to receive an initiation.

Section B - Honorary Members (Cont'd)

In case the honorary member expresses a desire to receive an initiation, the regular initiation may be used or a special initiation may be prepared by the executive committee or by a committee on initiations appointed by the President. This initiation shall be so chosen or planned as to harmonize with the station, habits and mental attitude of the honorary member.

Article VI. Committees

Section A - Standing Committees - Standing committees shall consist of three members one of whom shall be the President of the chapter as chairman ex-officio, provided if the President so desire he may appoint the vice-president to act as chairman of one or more of the standing committees. The standing committees shall be those on entertainments, program of work, contests, and new information. They shall be appointed by the President being selected as soon after his investment into office as he may deem desirable.

Section B - Special Committees - Special committees may be appointed by the president at such time as he may think desirable or as the chapter members shall call for a committee by majority vote. Unless otherwise specified such committees shall consist of two members and a chairman, who may or may not be one of the executive committee, but in all cases unless otherwise provided the member first named by the President shall be chairman of the committee.

Article VII. Amendments

Amendments to these by-laws may be made at any regular meeting at which time a vote for them can be secured equal to a majority of the active members who have regularly attended school during the last four months.

Article VIII. Meetings

Section A - Regular Meetings - Regular meetings shall be held on the first week of every month during the school year at a day and hour decided by the executive committee for each school year at the beginning of that year.

Section B - Special Meetings - Special meetings may be called by order of the President at any time when the executive committee shall feel the need of a meeting not regularly provided for. All meetings during the months between school terms shall be special meetings.

Section C - Notices for Meetings - The secretary of the chapter shall post notices for all regular meetings and for all special meetings to be held during the school year on the official bulletin board or such other place or places as may be suitable, not less than one day previous to the time of holding the meeting. For special meetings held during school vacation, the secretary shall make an effort to acquaint every member with the time and place of such meetings.