

## **BY-LAWS OF RAINBOW SADDLE CLUB**

### **ARTICLE I: NAME, PURPOSE**

**Section 1:** The name of the organization shall be Rainbow Saddle Club

**Section 2:** Rainbow Saddle Club is organized exclusively for recreational purposes more specifically to promote horses, horsemanship and sportsmanship through fair representation of all breeds and horse related activities for the members of the organization and the community at large.

### **ARTICLE II: MEMBERSHIP**

**Section 1:** Membership shall consist of individuals interested in the purpose of the organization.

**Section 2:** Membership shall commence upon receipt of dues and shall end on December 31 of such calendar year membership is applied for. A member in Good Standing is a member whose membership dues are paid current and is fulfilling their membership responsibilities.

**Section 3:** Memberships, membership dues, membership responsibility and other such matters concerning membership shall be approved and communicated by the general membership at December annual meeting for up-coming year.

**Section 4:** Termination. Membership, voting or non-voting, may be terminated for any action which is detrimental to Rainbow Saddle Club. Membership will be terminated by a procedure that is fair and reasonable. A procedure is considered fair and reasonable by the following:

- A. Written notice not less than 15 days prior of termination date, including the reasons why; and
- B. Opportunity for member to be heard (oral or written) not less than 5 days prior to effective date of term.
- C. Vote by general membership.

**Section 5:** Definition. Voting Member. A voting member is a member in attendance of a General meeting of the organization attended by a quorum with membership dues paid current for a voting membership that entitles them to a vote at a General meeting.

**Section 6:** Definition. Voting Membership. Rainbow Saddle Club defines membership as follows:

- 1. Family Membership- 2 votes of 18 years +
- 2. Single Membership- 1 vote of 18 years +
- 3. Youth Membership- Non-voting 17 years and under
- 4. Associate Membership- Non-voting- open to all ages

**Section 7:** No member, voting or non-voting, at any historical or future date, shall use the name of the organization or associate the organization in self-fulfilling profit making business transactions outside of the normal business conducted by the organization at meetings.

## **ARTICLE III: MEETINGS**

**Section 1:** Annual Meeting. The date of the regular annual meeting shall be held on the first business Monday in December of each year or such other date as shall be set by the Board of Directors who shall also set the time and place annually by notice. The agenda shall consist of the election of officers, election of board directors and any other general business such as committee selections.

**Section 2:** General Meetings. The date of the regular General meetings composed of voting and non-voting members shall be held :

- a. November-April 1st Monday of the month at the Greenvale Township Hall at 7:00 pm
- b. May - October 1st Tuesday of the month at the Club Grounds at 7:00 pm
- c. or such time and place set by the Secretary by notice

The annual business report to be presented at the February meeting.

**Section 3:** Special Meetings. Special meetings may be called by the President or a majority vote of the Board of Directors or the lesser often (10%) percent of voting members. Notice shall list those calling the special meeting and the purpose and agenda of the special meeting.

**Section 4:** Notice. Notice of each meeting shall be given to each voting member by electronic means, not less than five (5) days before the meeting.

**Section 5:** Quorum. A quorum must be attended by at least ten (10%) percent of the voting members before business can be transacted or motions made or passed.

**Section 6:** All fore mentioned meetings shall abide by parliamentary procedure as set forth by most current edition *Robert's Rules of Order Newly Revised*

## **ARTICLE IV: BOARD OF DIRECTORS**

**Section 1:** Board Composition, Role and Compensation. The Board shall consist of the outgoing President, the current officers, plus four elected directors from the voting membership. The Board is responsible for the perpetual existence and overall management of the organization on behalf of members. The Board delegates responsibility for such operations as deemed fit to committees. The Board receives no compensation.

**Section 2:** Meetings. The Board shall meet at least two times a year at an agreed place and time. A Board meeting can be called upon by any Board Director by Notice. All Board meetings shall abide by parliamentary procedure as set forth by most current edition of *Robert's Rules of Order Newly Revised*.

**Section 3:** Board Terms. Terms for current officers on the Board are for the term of office. The outgoing President shall serve a term of one (1) year on the Board. The directors comprised of voting membership shall hold terms of two (2) years.

**Section 4:** Board Elections. Election of new directors or election of current directors to a second term will occur as the second item of business at the annual meeting. Two (2) directors will be elected at each annual meeting. Directors will be elected by a majority vote of voting members.

**Section 5:** Quorum. A quorum must be attended by at least two-thirds of the Board members before business can be transacted or motions made or passed.

**Section 6:** Notice. An official Board meeting requires that each board member have an electronic notice five (5) days in advance of the meeting or verbal notice as set by a majority vote of the Board members at the prior Board meeting.

**Section 7:** Director's Roles and Duties. Each director shall discharge the duties in good faith, in a manner which the director reasonably believes to be in the best interests of the organization, and with the care an ordinarily prudent person in a like position would exercise under similar circumstances.

*Chair.* The President shall serve as the Chair of the Board. The Chair shall convene regularly scheduled Board meetings, shall preside or arrange for other members of the Board to preside at each meeting in the following order: Vice-President, Secretary and Treasurer.

*Vice-President.* The Vice-President shall serve as the Vice-President of the Board.

*Secretary.* The current Secretary shall serve as Secretary of the Board. The Secretary shall be responsible for keeping records of Board actions, including overseeing the taking of the minutes at all board meetings, sending out meeting announcements, distributing copies of minutes and agenda to each Board member, providing copies of the Board minute to members at the General meeting, and assuring that corporate records are maintained.

*Treasurer.* The current Treasurer shall serve as Treasurer of the Board. Treasurer shall assist in the preparation of the budget and make financial information available to Board member, members and the public.

**Section 8:** Vacancies. "When a vacancy on the Board exists, nomination for new members may be received from the present Board members by the Secretary five (5) days in advance of a General meeting for members. The new Director will be voted on by a majority vote of voting members at a General meeting. These vacancies will be filled only to the end of the particular Board member's term.

**Section 9:** Resignation, Termination and Absences. Resignation from the Board must be in writing and received by the Secretary. A Board member shall be dropped for excess absences from the Board if that member has three unexcused absences from Board meetings in a year. A Board member may be removed for other reasons by voting members in attendance at General meeting or by a three-fourths vote of the voting members via secret ballot.

## **ARTICLE V: OFFICERS**

**Section 1:** Officer Composition, Role and Compensation. The Officers of the organization shall be composed of four elected members in good standing, consisting of a President, Vice-President, Secretary and Treasurer. The Officers shall be responsible for the day-to-day management and guidance of the organization on behalf of members. The Officers shall receive no compensation.

**Section 2:** Meetings. The Officers shall have no separate meetings composed of Officers only.

**Section 3:** Officer Elections. Election of new officers or election of current officers to a second term will occur as the first item of business at the annual meeting of the organization. Officer will be elected by a majority vote of current voting members via secret ballot.

**Section 4:** Terms. All Officers shall serve a one (1) year term consisting of a calendar year and are eligible for re-election.

**Section 5:** Officers and Duties.

*President* The President shall convene regularly scheduled general meetings, shall preside at each meeting or arrange for other members of the Officers to preside at each meeting in the following order: Vice...President, Secretary and Treasurer. The President shall have the authority to transact business, sign checks and make decisions on behalf of the organization and the members of the organization should a time factor or other emergency so demand. The President shall have the authority to form special committee at a General meeting to address a topic and shall serve as the Chair of the special committee created, or appoint a voting member that wholly accepts the appointment.

*Vice-President.* The Vice-President shall act in the absence of the President. The Vice-President shall be responsible for the development and enrollment of new members accompanied with the subsequent orientation and communication to new members.

*Secretary.* The Secretary shall be responsible for keeping records of members' actions as they pertain to business conducted at general meeting; including overseeing the taking of the minutes at all general meetings, sending out meeting announcements, distributing copies of minutes and agenda to members, and assuring the corporate records are maintained. The secretary shall keep a record of current voting members and shall be responsible for the electronic submission of the list including voting and non-voting members, to the Secretary of all affiliated organizations conforming to the organizations requirements.

*Treasurer.* The Treasurer shall make a report at each General meeting. The Treasurer shall be responsible for the monetary accounts of the club, shall keep all funds in a bank(s) as approved by the Board of Directors in the legal name of the organization subject to withdrawal by checks signed by the Treasurer or President. The Treasurer shall disburse funds under the direction of the Board of Directors. The Treasurer shall assist in the preparation of the budget and make financial information available to the Board, members and the public.

*Vacancies.* When a vacancy on the Officers exists, nominations for new Officers may be made to the Secretary at the General meeting or by communication five (5) days in advance of the General meeting. The new Officer will be voted on by a majority vote of voting members at a General meeting. These vacancies will be filled only to the end of the particular Officer's term.

*Resignation, Termination and Absences.* Resignation from an Officer must be in writing and received by the Secretary. An Officer shall be dropped for excess absences from the General meeting if the Officer has three unexcused absences from the General meeting in a year by a three-fourths vote of voting members. An Officer member may be removed for other reasons by a majority vote of voting members present at the General meeting.

## **ARTICLE VI: COMMITTEES**

**Section 1:** Special Committees: The Board at a Board meeting shall have the authority, the President at a General meeting shall have the authority, or majority vote of voting members at a General meeting shall have the authority to create special committees as needed. The special committee shall cease existence upon completion of the purpose of the special committee.

**Section 2:** Show Committee: The Show Committee members are responsible for the planning, coordination, communication and marketing of club sponsored shows. All open horse shows must follow the current rules as set forth by the current WSCA rule book. The Show Committee Chair shall make a report at each General meeting or arrange for another show committee member to provide a report. The Show Committee shall meet on an as needed basis. The Show Committee is responsible for appointing a member (s) to serve as a Show Boss and /or Co-Show Boss for each show. The Show Boss is responsible for overseeing all activities of their assigned show at all times of the show, including communication of materials such as rules or patterns for specific events, coordinating the schedule of volunteers for the show including the food stand, and the clean-up. The Show Committee Chair and Show Boss must see that the Judge and all participants are aware of the rules the organization will follow and shall concur with Judge as a rules committee at anytime during a show should such a circumstance needing interpretation of the rules develop.

## **ARTICLE VII: AFFILIATIONS**

**Section 1:** Western Saddle Club Association. The Rainbow Saddle Club shall perpetually be a member of the Western Saddle Club Association (WSCA). The club must appoint representatives and alternates to represent the organization at all WSCA meetings and to provide a report at the subsequent General meeting as required by WSCA.

**Section 2:** Other Affiliations: Rainbow Saddle Club shall vote annually to be affiliated with any other association that fulfills the purpose of the organization with a majority vote of voting members. Such affiliation will be voted on at the Annual Meeting.

## **ARTICLE VIII: AMENDMENTS**

**Section 1:** The bylaws may be amended when necessary by a majority vote of the voting members. Proposed amendments must be submitted to the Secretary and notice must subsequently be sent to each member with intent of voting on the proposed amendment at the next General meeting.

## **ARTICLE VIII: DISSOLUTION**

**Section 1:** Upon the voluntary/in-voluntary dissolution of Rainbow Saddle Club, no member/members shall receive assets (nor incur debt) belonging to Rainbow Saddle Club. All assets/monies shall be designated to another organization in which the membership has voted upon.