

BY-LAWS
OF
THE MONTANA DRAFT HORSE AND MULE ASSOCIATION

ARTICLE 1. -- NAME AND PURPOSE

Section 1. The name of this Association shall be the Montana Draft Horse and Mule Association. The areas of jurisdiction shall be the State of Montana.

Section 2. No advertising or similar endeavor of this Association shall be more advantageous to one member or group of members, but shall be of advantage to the entire membership.

Section 3. The objectives of the Montana Draft Horse and Mule Association shall be, but are not limited to:

- The promotion of draft animals in harness for education among the members
- To encourage youth participation and to extend education to anyone interested
- To continue to recognize the historical heritage of the draft animal and its place in today's society
- To teach and foster the fundamental values and skills which are learned by working with draft animals for enjoyment, recreation by participating in equine shows, working horse and driver events, demonstrations, pleasure drives, parades, educational workshops or any other related events.
- To help start, develop, support and assist the local draft/driving clubs within the State of Montana.

ARTICLE II. -- MEMBERSHIP

Section 1. Active membership requires a payment of \$35.00 annual dues. This covers an active single membership for which one vote is permitted or, in the case of a family, including all children under the age of 18, for which two votes are permitted.

Section 2. Membership becomes effective immediately upon payment of dues. Active membership will expire and annual dues will become due on December 31st. No late fees shall be assessed to any member. If dues are paid after the completion of the fall meeting, dues shall be applied to membership for the remainder of the calendar year and will suffice for payment of dues for the following calendar year as well.

Section 3. Upon payment of required dues, all active members over the age of 18 are eligible to hold an office in this Association, attend and to have a vote in all meetings of this Association, and to be appointed to all committees of this Association.

Section 4. If dues are not paid by January 31st of the current year, membership in this Association and all privileges therein shall be subject to cancellation and membership shall be dropped from this Association

Section 5. Donations and grants may be accepted by this Association. Any such monies shall be deposited into the general fund to be expended for the purposes intended. If donations are made for a designated purpose, and the club is unable to utilize the donation for the purpose intended, the original donor will be contacted to allow the donor to reclaim the money or give permission to re-purpose the funds. If that is not possible, then at a meeting at which there is a membership quorum present, the membership can be informed and vote to repurpose based on a use conforming as much as possible to the original donation intent.

Section 6. Any business interested in the success of the industry and the objectives of this Association may become a business member in this Association upon payment of \$100.00 annual dues. The business will receive free recognition/ad space on the MDHMA website.

Section 7. Members age 80 and older shall receive a life-time membership and "Old Timer" status with full voting rights.

ARTICLE III -- BOARD OF DIRECTORS

Section 1. The affairs of the Association shall be conducted by a Board. The Board shall consist of six (6) persons, consisting of a President, Vice-President, Secretary/Treasurer, and three (3) directors.

Section 2. A quorum, defined as at least 3 board members and at least 10 general members, must be present for the transaction of any business. Each board member shall be elected for a two (2) year term by a simple majority vote of the member quorum present at the fall meeting. Board members will be elected in alternating years, with either two or three members being elected in any given year.

Section 3. Each regional club who wishes to collaborate with the MDHMA will appoint one (1) delegate, who must also be a current MDHMA member, to the Association. A delegate's specific responsibility is to serve as the spokesperson for the regional club for the purposes of conducting business related to Article I. The number of Delegates may not be any more than the number of active regional clubs.

Section 4. A board member may not serve more than two (2) consecutive terms in any one office under a contested race. A board member may volunteer to extend their term in office past two consecutive terms for another two (2) year term in the case that no general members volunteer for the board position and the extension is approved by a vote of the member quorum present. There will be no limitation to the number of non-consecutive terms any member may volunteer to fill.

Section 4. Any vacancies on the Board shall be filled by appointment by a majority vote of the Board for the unexpired term of the vacancy.

ARTICLE IV -- MEETINGS

Section 1. The Association shall hold two (2) regular meetings each year. Special meetings shall be held at such times and in such places as may be determined by the President or a majority of the board. Written notice and purpose of all meetings shall be made available, via postal mail, text, and/or email, to all members at least 14 days prior to the scheduled meeting date except in extreme emergencies. Notice will likely be made via email, except to members who do not have email service in which cases notice by another means will be made.

Section 2. The rules contained in Robert's Rules of Order shall be a guideline to this Association and its various bodies in all cases to which they are applicable.

Section 3. The order of business for any meeting of this Association shall be as follows as applicable:

- a. Call to order
- b. Roll call or silent sign in of standing members (and ascertainment of a quorum)
- c. Reading (oral or silent) and approval of the minutes of the previous meeting
- d. The President's report
- e. Unfinished business
- f. Reports of the Secretary/Treasurer
- g. Reports of any committees
- h. Reports of any board members
- i. Reports of any delegates
- j. Regular Business
- k. Procedures of program scheduled
- l. Appointments of committees
- m. Election of Board members
- n. Adjournment

Section 4. Election of officers and directors shall be by secret ballot except in cases when there is only one candidate for the office in question. Then, an oral vote by acclamation may replace a secret ballot. Voting on passage of motions may be made by a show of hands. No proxy voting shall be allowed.

ARTICLE V – OFFICERS

Section 1. The officers of this Association shall consist of a President, Vice-President, and Secretary/Treasurer. The officers shall be elected for a two (2) year term at the fall meeting by a simple majority vote of the member quorum present.

Section 2. The President shall preside at all regular and special meetings of this Association and shall preside at all meetings of the Board. The President shall supervise the work of the Association, initiate other activities for the good of the Association, direct the work of the officers and Board members, and make committee appointments as needed. The President shall perform all other such duties that affect his or her office. The President shall call all meetings of the Board or shall direct the Secretary/Treasurer to do so.

Section 3. The Vice-President shall perform all duties of the President, including conducting meetings of the association, in his or her absence or in the event of his or her inability to act.

Section 4. It shall be the duty of the Secretary/Treasurer to:

a. Conduct the correspondence of the Association; to keep all records and accounts; to collect all dues from members as provided in the By-laws; to keep in an accounting book for that purpose an accurate account of same; to do all things necessary in the conduct of business of the Association which may be assigned by the President or the Board; to sign checks and vouchers for the disbursing of funds and all records will show for what purpose such monies were paid; to make an oral report to the Association at each regular meeting. To report all changes in officers, policies, and other related matters to allied agencies, organizations, companies, associations, or individuals as may be affected. This report must be made available to the general membership which may be done by public posting or by special letter or bulletin distributed through postal mail, text, or email.

b. All funds of the Association shall be deposited by the Secretary/treasurer from time to time to the credit of the Association in such bank, trust company, or other depositories as the Board may select.

c. Fund dispersal is the responsibility of the Secretary/Treasurer. All checks or drafts drawn on the account of this Association over the amount of \$500.00, not pre-approved by vote of the general membership, must be signed by the Secretary/Treasurer and countersigned by the President and/or Vice-President.

Section 5. It will be the duty of the directors to act as the representatives of this Association at meetings of other Draft Horse and Driving Clubs in their region and make reports to the secretary/treasurer of draft horse activities happening in their region.

ARTICLE VI -- COMMITTEES / SPECIAL POSITIONS

Section 1. All committees and special positions not otherwise specified in the By-Laws shall be appointed by the President of this Association and shall report to the President. The President may serve on any committee if it is so desired and/or warranted.

Section 2. Assignment of Committee members and special positions shall be made via selection from the active membership of this Association. A committee meeting quorum shall consist of the chairman and a majority of its members present.

Section 3. Committee definitions:

- a. Standing Committee = A permanent committee that is commissioned to perform a specific and on-going task.
- b. Temporary Committee = A committee that is commissioned to achieve a specific short-term task, goal or objective.

- c. All committees and /or special positions assigned and not otherwise specified in the By-Laws shall be considered ad-hoc and act for a duration not to exceed 2 years or completion of the task, goal or objective, whichever is shorter, unless otherwise extended by a vote of the general membership.

Section 4. Standing Committees

- a. Communications Committee - The Communications committee has three primary tasks:
 1. Develop, maintain and oversee the Association's social media accounts at the direction of the Officers.
 2. Develop and maintain an internet and print media contact list for the purpose of disseminating press releases that are authorized by the President.
 3. Be listed on the Association's website as a primary point of contact via the website "contact us" link. Upon receiving messages or requests for information, the committee person then determines to whom to pass the message/request to.
 4. The committee Chairman may, at his or her discretion, appoint assistants from willing members. The Chairman and assistants may share or rotate the duty of monitoring the Website "Contact Us" emails.

ARTICLE VII -- AMENDMENTS

Section 1. Amendments to the By-Laws may be made at any regular scheduled meeting of the Association by a vote of three-fourths (3/4) of the member quorum present.

CERTIFICATE

I, Secretary/Treasurer of the Montana Draft Horse and Mule Association, hereby certify that the foregoing constitutes the By-Laws of said Association, as adopted by the Board of Directors at the organizational meeting held on the 15th day of July, 1982.

This copy of the By-Laws has been updated with all amendments as of October 24, 1992

Signed: Leslie B. Clark, Secretary/Treasurer

This copy of the By-Laws has been updated with all amendments as of October 24, 1998

Signed: Allal Lien Secretary/Treasurer

This copy of the By-Laws has been updated with all amendments as of May 15, 2004

Signed: Donna Reimer, Secretary/Treasurer

This copy of the By-Laws has been updated with all amendments as of October 3rd, 2015

Signed: Alex Clemow, Secretary/Treasurer

This copy of the By-Laws has been updated with all amendments as of May 11, 2024

Signed: Nicole Smart, Secretary/Treasurer