



# HENRY COUNTY SADDLE CLUB

## CONSTITUTION

### ARTICLE I

This organization shall be a voluntary association under the name of the HENRY COUNTY SADDLE CLUB. It is a corporation not for profit, organized under the laws of Indiana.

### ARTICLE II OBJECT

The mission of the Henry County Saddle Club is to promote and educate the members of Henry County Saddle Club in the care, appreciation, ownership and showing of light horses. The Saddle Club will provide opportunity and support to the 4-H Horse & Pony Club and our community through the fostering of relationships with other horse clubs and associations through the care and improvements to the facility and grounds.

### ARTICLE III

#### MEMBERSHIP

Section 1. Any person who is of good moral character interested in horses or horsemanship is eligible to become a member upon payment of dues according to the by-laws.

Section 2. Membership shall consist of ACTIVE members and honorary members who are required to accept some definite responsibility in connection with club activities including shows, tack sales, ground work days, Christmas Party, trail rides, 4-H and other to be eligible to receive and keep keys to the facilities. An ACTIVE member is a member who has attended 2 or more meetings or volunteered at 1 or more club activities in the current year.

### ARTICLE IV

#### OFFICERS & BOARD OF DIRECTORS

The officers of the club shall consist of a president, vice-president, treasurer, and secretary, all of who shall be elected by ballot annually, as provided for in the by-laws. The office of president, vice-president and treasurer must be bondable and may have a background check before taking office.

There will be a board of directors consisting of regular members, elected by the members of the club, which shall govern the organization. The board of directors will nominate a chairman.

Directors may fill any vacancy until the next annual meeting. They may delegate any executive duties. No member shall be elected as an officer or director until he/she has been a regular or honorary ACTIVE member for the past year.

## **ARTICLE V AMENDMENTS**

The constitution and by-laws of the club shall be amended by 2/3 vote of the members in attendance and in good standing, at the annual meeting or any special meeting of the club. Proposed changes must be mailed (electronically or regular) to the membership provided by ten day's notice in writing of the intention to amend. The by-laws may be altered or rescinded by two-thirds vote of the members present at any general membership meeting.

## **BY-LAWS**

### **ARTICLE I NAME**

The name of this club shall be HENRY COUNTY SADDLE CLUB.

### **ARTICLE II**

#### **MEETINGS**

- A. The membership meetings will be held the first Monday of every even month except for the annual meeting in November which will be held on the first Monday and when a holiday falls on the Monday, then it will be held the following Monday. Meeting of the Directors shall meet the second Thursday of the month at the end of each quarter in the months of January, April, July, and October.
- B. The fiscal year of this club shall be from January 1 to December 31.
- C. Election of Directors and Officers and the handling of all other business shall be held at the November meeting. Members shall have notice by mail, post or electronically, at least 7 days before the meeting.
- D. Meeting of the Directors shall be held upon call of the President, Chairman of the Board or upon petition of four or more directors. Members meeting other than the annual meeting may be held upon call of the President or by the Chairman of the Board. Notice of such meetings shall be by mail, post or electronically, to all members at least 7 days in advance except in an emergency to continue operations of the club.

### **ARTICLE III ELECTIONS**

The election of officers shall be held at the annual meeting in November.

A. Prior to the annual meeting, the President shall appoint three members to act as a nominating committee to nominate a ticket of names to serve on the board. These directors shall be elected by ballot by the membership.

(a) No member of the club shall be nominated for any office without his/her consent and in good standing.

B. The secretary and directors shall assume their duties immediately following the close of old business of the annual meeting. The president, vice-president and treasurer shall assume their duties after a completed background check and qualified. Upon change of the Office of Treasurer, the outgoing treasurer will submit electronically or in person the club records to the club accountant for an audit of accuracy. The elected treasurer will obtain the records from the accountant of record to begin the accounting process for their elected term. The Officers shall serve for one year or until their successors are elected and qualified. Directors shall serve a staggered term of three (3) years.

(a) Outgoing officers shall deliver to their successors all properties of this organization pertaining to his/her office within fifteen (15) days after the annual meeting or upon their leave from office.

### **ARTICLE IV OFFICERS**

The officers of this club shall be the President, Vice-President, Treasurer, and Secretary, which offices shall be filled at the annual meeting and said officers shall serve a term of one (1) year or until their successors are qualified.

The Board of Directors shall consist of six members and the past President in good standing. The six members shall serve a term of three (3) years.

### **ARTICLE V DUTIES**

Section 1. (a) The President, or in his/her absence, the Vice-President, shall preside at all meetings of the club and shall appoint all committees. (b) It shall be the duty of the President to sign, with the Treasurer, all written contracts of the club excluding the rental agreements as written.

Section 2. The Vice-President shall perform the duties of the President in his absence or disability. He shall be kept informed by the President of all official activities. The Vice-President will obtain all powers from the president.

Section 3. The Secretary shall keep the minutes of all meetings, revise and keep list of the members, attend to the correspondence and give all official notices.

Section 4. The Treasurer shall keep all records and legal documents of the club. He shall collect dues and monies owed to the club and keep an accurate record at all times and shall report thereon at each regular meeting of the Henry County Saddle Club and to the Henry County Memorial Park Board as required by contract. The Treasurer and/or person approved by the board of directors will have the authority to sign all checks written for the Henry County Saddle Club.

## **ARTICLE VI DUES**

Section 1. The annual dues of the club shall be \$25.00 for a membership.

Section 2. The annual dues shall be due on or before the February membership meeting of each year. The club secretary will send a notice post or electronically in January of each year. Any member not paying his/her dues as prescribed shall be suspended. Memberships paid after the August membership meeting shall be applied to the following year.

Section 3 Each member 18 and older and or and honorary member have a vote based on prescribed payment of membership in Article VI section 2.

## **Article VII**

In the event of discontinuance of the club, any money or properties of this club shall automatically become the property of the Henry County 4-H Horse and Pony Club.

Revised and updated October 3, 2011