

By-laws of the New York State Plantation Walking Horse Club, Inc.

Article I - Name and Purpose

Sec. 1 This club shall be known as the New York State Plantation Walking Horse Club, Inc.

Sec. 2 This club is organized for the purpose of:

- A. Promoting the growth, ownership, and popularity of the naturally gaited Tennessee Walking Horse as both a trail and show horse. It will sponsor classes for Pleasure Walking Horses in shows and encourage trail riding. When feasible, it will hold clinics for the benefit of Walking Horse owners.
- B. Preserving and improving the inherent genetic characteristics of the breed.
- C. Eliminating abusive practices including but not limited to: soring; training methods which increase sensitivity of the foot or leg; inadequate nutrition, shelter or veterinary care.
- D. Encouraging good sportsmanship and camaraderie among Walking Horse enthusiasts.
- E. Although primarily organized for the Plantation Walking Horse, we encourage and welcome participation and membership of any persons interested in gaited horses.

Article II – Membership

Sec. 1 Membership categories: Individual, Family, Associate, Complementary, and Lifetime. All memberships will receive the club newsletter.

- A. Individual membership will be open to anyone who is interested in the Tennessee Walking Horse, or gaited_horse breeds, but ownership is not necessary.
- B. Family membership will be open to any family that is interested in the Tennessee Walking Horse, or gaited horse breeds, but ownership is not necessary. Family members must reside at the same address.
- C. Associate membership is open to anyone who is interested in the Tennessee Walking Horse, or gaited horse breeds. They will not have voting privileges.
- D. Complementary membership is given 1 time for up to 6 months upon recommendation of a club member to a person or family that is interested in the Tennessee Walking Horse or gaited horse breeds, to encourage membership. Complementary membership will not have voting privileges.
- E. Lifetime membership, an honorary membership, was given to those members who started the club and remained with the club to the date this membership was determined. These members will pay no dues and retain all voting rights and privileges of the club.

Sec. 2 A member wishing to resign from any committee shall notify the president immediately and turn over all pertinent documents to the president or chair of the committee within two weeks of his/her resignation.

Sec. 3 A vote for expulsion shall be called only at the recommendation of the Executive Committee. A member then may be expelled by a majority vote of the membership if, in the opinion of the membership, said member has:

- A. Acted in a manner inconsistent with the club's purpose, or
- B. Displayed poor sportsmanship in any organized event involving the Tennessee Walking Horse.

Sec. 4 Membership privileges, including the right to vote, shall be suspended for any member who is delinquent in his/her payment of club dues or other fees owed to the club.

Sec. 5 No monetary compensation will be paid to members for their participation in the club or for service on any club committee. Non-monetary recognition for long-term, extraordinary contribution can be given as determined by the Executive Committee.

Article III – Officers

Sec. 1 Qualifications

- A. Individuals must be members in good standing of the club for at least three (3) consecutive years before they are eligible to be nominated for or serve as an Officer
- B. No member may serve simultaneously as both a Club Officer and as a member of the Board of Directors.
- C. Members serving as an Officer must first resign (in writing to the Nominating Committee Chairperson or the President) from the position they hold before they can run for a different office. Resignation must be received four weeks prior to the scheduled election.

Sec.2 The President will preside at all meetings and in consultation with other club officers, conduct club business. The President shall have the authority to call an emergency meeting if he or she deems it necessary. The outgoing President will become the Past-President, Ex Officio, an advisory (non-voting) position on the Executive Board, and remain in that position until the incoming president is superseded in a subsequent election, at which time that president becomes the Past-President, Ex Officio.

Sec. 3 The Vice-president will act in place of the President in the absence of the President and will succeed the President in case of resignation, incapacitation, or death.

Sec. 4 The Secretary will take minutes of the meeting, report on previous meetings, and when necessary, attend to club correspondence. He/She shall prepare each meeting's agenda with consultation with the members of the Executive Board and bring copies to the meetings. He/she will also monitor the Guest Book for the club web site.

Sec. 5 The Treasurer will keep the club monies, make disbursements necessary to carry on club business, keep appropriate records that show all activities with regards to club financial matters and report to the club at the spring and fall meetings or any other meeting, on the club financial status.

- A. The Treasurer's book shall be audited annually. The audit shall be done by three members appointed by the President at the Fall meeting or before December 31.
- B. The audit shall be performed after the books are closed on December 31 and reported to the membership at the following Spring Meeting.
- C. If discrepancies are found, the auditors will attempt to work them out with the Treasurer. Discrepancies that can not be resolved are reported to the Executive Board immediately. The outcome is reported to the membership.

Sec. 6 New officers will take office at the close of the Fall meeting.

Article IV - Board of Directors

Sec. 1 Purpose

- A. To act in an advisory capacity to the club officers.
- B. To serve as voting members of the Executive Committee on matters brought before it.

Sec. 2 Qualifications

- A. Individuals must be members in good standing of the club for at least three (3) consecutive years before they are eligible to be nominated for or serve as a member of the Board of Directors.
- B. No member may serve simultaneously as both a club officer and as a member of the Board of Directors.

Sec. 3 Number of Directors and Methods of Appointment

- A. There shall be three (3) Directors, with one position filled each year.
- B. Candidates for the position of Director may be nominated by any member in good standing.
- C. In the event of multiple, simultaneous vacancies on the Board of Directors, vacancies shall be filled in a sequential manner. Nothing shall prohibit a member who was an unsuccessful candidate for a prior directorship from being nominated for or serving as a director for subsequent vacancies.
- D. Members serving as a Director must first resign (in writing to the Nominating Committee Chairperson or the President) from the position they hold before they can run for a different office. Resignation must be received four weeks prior to the scheduled election.

Sec. 4 Term - Directors shall serve for a three (3) year term providing,

- A. They remain members in good standing.
- B. They have not voluntarily resigned.
- C. They do not run for another office within the Club.

Article V - Executive Committee

Sec. 1 The Executive Committee shall consist of the Club Officers, the Ex Officio and the Board of Directors.

Sec. 2 The Executive Committee shall be empowered to act on behalf of the Club in the event that matters arise that require action and that resolution of the matter(s) cannot wait for a scheduled or emergency meeting of the full membership. Any issues decided by the Executive Committee shall be reported at the next meeting of the membership and recorded in the meeting minutes. The Executive Committee shall also have the right to call an emergency meeting of the membership by a majority vote of the committee.

Sec. 3 In no event shall the Executive Committee have the authority to amend the club by-laws. Any amendment of club by-laws requires a majority vote of the membership by ballot vote.

Sec. 4 Quorum - For the Executive Committee to act, a quorum of three (3) of the four (4) club officers plus two (2) of the three (3) directors is required.

Article VI - Voting

Sec. 1 Any member in good standing shall be eligible to vote in the following manner.

- A. Individual Membership ---1 vote
- B. Family Membership --- 2 votes
- C. Associate membership --- 0 votes
- D. Complementary membership --- 0 votes
- E. Lifetime Membership ---1 vote

Sec. 2 Election of Officers and Directors

- A. Nominating Committee: A Nominating Committee shall be appointed by the President at the close of the Fall meeting or at least sixty (60) days prior to the next scheduled election. The Committee shall secure candidates for Officer and Director positions and prepare a ballot.
- B. Officers and Directors shall be elected via secret ballot at the fall meeting. Ballot forms shall be mailed to members and postmarked at least twenty-one (21) days prior to the meeting date. Ballots may be delivered in person on the day of the meeting or returned to a member of the Nominating Committee prior to the meeting date. Names and addresses of the members of the Nominating Committee shall be included with the ballot forms.
- C. Ballots will be tallied by the Nominating Committee at the fall meeting and results will be announced to the membership.

- D. In the event that a club Officer or Director is unable to complete his or her term, the executive committee shall appoint a temporary replacement to fill the vacancy, The election of a replacement candidate shall be the first order of business at the next meeting of the membership. In this event, nominations shall be taken from the floor and a secret ballot will be taken among members present at the meeting. The ballots will be tallied and the results announced by the chairperson of the Nominating Committee.
- E. Members elected to the vacant positions will serve out the balance of the vacated term.
- F. Members serving as an Officer or Director must first resign (in writing to the Nominating Committee Chairperson or the President) from the position they hold before they can run for a different office. Resignation must be received four weeks prior to the scheduled election.
- G. No member may run for different positions simultaneously.

Sec. 3 For all other matters, a simple majority of the club members present at scheduled or emergency meeting shall constitute passage of the proposal at hand.

Article VII - Meetings

Sec. 1 All club meetings will be conducted in accordance with parliamentary procedures. At least 20 per cent of club members eligible to vote (as indicated by paid membership as of January 1 of that year) including officers will constitute a quorum.

Sec. 2 There shall be two (2) scheduled business meetings annually, to be held in the spring and fall of each year.

Sec. 3 Additional meetings may be held upon notice to the membership by the President or Executive Committee when the need arises.

Sec. 4 Minutes of the any meeting of the Executive Committee will be in the next newsletter.

Sec. 5 Members will be given at least fourteen (14) days notice prior to any and all meetings. The meeting notice shall also contain the meeting agenda.

Sec. 6 The Executive Committee shall meet at the request of the President or three (3) or more members of the Executive Committee.

Sec. 7 Executive Committee meetings may be held via teleconference or by e-mail as arranged by the President and if acceptable to the majority of the Committee.

Article VIII - Dues

Sec.1 Any recommended dues change by the Executive Committee will require a letter ballot of the membership. Adoption of dues changes will be determined by a majority vote of the letter ballots returned. Ballots shall be mailed to the members at least twenty-one (21) days prior to the voting deadline.

Sec. 2 Dues shall be payable by January 1 of each year and shall be sent to the Treasurer for incorporation in the club treasury. Membership will be dropped if dues are not paid by March 31.

Sec. 3 The club's calendar year will run from January 1 until December 31.

Article IX - Amendment of By- laws

Sec. 1 Any amendment to these By-Laws will require a letter ballot of the membership. Adoption of amendments will be determined by a majority vote of the letter ballots returned. Ballots shall be mailed to the members at least twenty-one (21) days prior to the voting deadline.

Sec. 2 Any proposed and voted upon amendment to the By-Laws is effective when the vote is reported in the next Newsletter..

Article X - Committees

Sec. 1 The President may appoint the Nominating Committee after the close of the fall meeting or at least sixty (60) days before the next scheduled election. The Nominating Committee shall consist of at least two club members in good standing. The President may add or replace members of the Nominating Committee at any time.

Sec. 2 The President may appoint such committees at any time as deemed necessary to conduct club business.

Sec. 3 The Chairperson of each committee will submit a report, in writing or in person, on actions and/or recommendations of the committee at the bi-annual meeting or as required. Duties will be performed as described in the job specification for that committee as published on the club web site.

Article XI - Financial Affairs

Sec. 1 Committees may be assigned an annual budget by the Executive Committee. Committee expenses conforming to budget may be paid by the Treasurer upon presentation.

Sec. 2 Miscellaneous operating expenses under fifty dollars (\$50) may be paid at the discretion of the Treasurer.

Sec. 3 Expenses exceeding fifty dollars (\$50) require Executive Committee review and approval, ideally, both prior to incurring the expense and at the time of payment.