

Mustangers Riding Club Constitution and By-Laws

(Amended January 2007)

Article I Name and Object

Section 1.

The name of this association shall be the Mustangers Riding Club, a non-profit corporation, with its principal place of business at Pendleton, Oregon.

Section 2.

The objective of this association shall be to encourage youth and family related horse activities while fostering good horsemanship and also to cooperate with civic enterprises which may benefit from such cooperation and for other purposes of benefit to this association.

Article II Membership

Section 1.

- A) There shall be two classes of memberships, namely active and honorary.
- B) There shall be two types of active memberships, namely, single and family memberships
- C) A single membership shall consist of only one person, 18 years of age or older.
- D) Family memberships shall consist of a parent or parents and may include any unmarried child of the immediate family under the age of 18 years and any child or member of a family shall be deemed to have arrived at the age of eighteen years when such is married.

Section 2.

Active membership shall be given all rights and privileges for which this association is organized, including the privileges of the floor, right to vote on all questions and the right to hold offices, provided, however, that any family membership will be allowed a maximum of two votes.

Section 3.

Those eligible to active membership in this association shall be persons interested in betterment and promotion of the Mustangers Riding Club. Such members must comply with the rules and regulation of the association.

Section 4.

Honorary memberships may be extended to persons who have rendered outstanding service to the association, such honorary memberships to be designated by the Board of Directors and subject to approval of the membership.

Section 5.

All persons will abide by Mustangers Riding Club approved rules.

Article III Dues

Section 1.

- A) The fiscal year of this association shall be from January 1 to December 31 of any year.
- B) Dues for membership in this association, exclusive of honorary membership, shall be at the rate of \$25.00 for a single membership and \$35.00 per year for a family membership. Dues paid for any year shall be considered to cover the year in which the dues are paid.
- C) All dues are payable on January 1 or at the time the applicant joins the association. If the applicant joins after September 1 of a year, membership applies towards the following year, for first year members only.
- D) No person shall have the privilege of participating in any of the activities of, or hold office in this association until all fees or dues have paid.

Article IV Officers and Directors

Section 1.

The officers of this association shall consist of a President, 1st Vice President, 2nd Vice President, Secretary, and a Treasurer.

Section 2.

The duties of the President shall be: (a) to preside at all general meetings, board meetings, and all other meetings of this association; (b) appoint such committees as he may deem necessary from time to time; (c) perform all other duties incident to this office. The 1st Vice President shall act for the President in his absence, and the 2nd Vice President shall act in the absence of both the President and the 1st Vice President.

Section 3.

The duties of the Secretary shall be: (a) keep a record of all meetings; (b) have custody of all papers of the association; (c) report annually the various proceeding of meetings of the Board of Directors.

Section 4.

The Duties of the Treasurer shall be: (a) have custody of all financial books and records of the association; (b) have charge and custody of all funds of the association; (c) keep record of all receipts and disbursements of the association; (d) make disbursements upon order of the Board of Directors; (e) annually present a complete financial statement to the association. The Treasurer and the Roping Secretary may be bonded in an amount to be determined by the Board of Directors with a reliable surety company and the premium thereon be paid by the association. A roping secretary shall be selected by the Board of Directors. The Secretary and Treasurer shall deliver all records and funds to their successor with in 10 days following election of their successor.

Section 5.

There shall be a Board of Directors composed of 15 members, 5 directors to be elected annually to serve for a term of three years. The President shall not serve a term of more than two consecutive years. The outgoing President shall automatically remain on the Board of Directors for an additional year. A director may be re-elected to serve more than one term on the Board of Directors.

Section 6.

It shall be the duty of the Board of Directors to: (a) authorize the Treasurer to administer payments for expenses not to exceed \$50.00 without Board approval, with all expenses being reported at the next board meeting. Checks written for over \$500 shall require two (2) signatures, with the exception of fixed expenses i.e. Insurance, taxes, etc.; (b) have general supervision and direction of the affairs of the association; (c) audit all bills against the association; (d) fill any and all vacancies which may occur among the officers.

Section 7.

Any director who is absent more than two successive meetings without valid reason shall automatically be dropped from the Board of Directors. The Board of Directors shall then appoint a new director to fill this vacancy for the unexpired term of that directorship.

Section 8.

The Board of Directors will consist of not only the officers, but each position will have a specific job description. The positions will be decided on by the board of

directors. They will include but not be limited to the following positions: Awards (2), Points, Publicity, Web, Membership, Concessions, Grounds (2), Arena, Advertising

**Article V
Audit**

Accounts of the association shall be audited annually, authorized and approved by the Board of Directors, such report to be submitted at the annual meeting after being approved by a committee appointed by the President, subject to confirmation at the annual meeting.

Detailed accounts of the association shall be audited and approved annually by the Board of Directors, with a summary of the report to be submitted at the annual meeting.

**Article VI
Election of Officers**

The President shall appoint a nominating committee to select 7 persons from the Mustangers membership for the office of directors. These names shall be voted upon by the general membership at the annual meeting, plus any nominations from the floor. Following the membership vote, the new and retained directors will meet at the annual meeting and elect the officers for the ensuing year; said officers shall be members of the Board of Directors. The President shall be selected from the holdover directors.

**Article VII
Meetings**

Section 1.

The annual meeting of the association shall be held the first month of the year at such a place and time as may be designated by the Board of Directors.

Section 2.

Special meetings of the association may be called by 25 percent of the active membership of the association. Any matter which is to be presented to the members at large may be done through referendum by mail.

Section 3.

The Board of Directors shall meet once each month during the year.

Section 4.

A meeting may be properly called by notifying the membership either by mail or other printed notification at least 5 days prior to the meeting.

**Article VIII
Quorum**

Section 1.

A Quorum of the Board of Directors shall consist of eight members.

**Article IX
Amendments**

The constitution and by-laws may be amended at any regular or special meeting of the association by a 2/3 majority vote of those present, provided that a copy of such amendment shall have been mailed to the membership at least 15 days before such meeting, and that the proposed amendment or amendments shall be read aloud at said meeting.

The proceedings of the association shall be governed by and conducted according to the latest edition of Roberts Rules of Order.