

Trailseekers of Moreno Valley, Inc.

By-Laws

REVISED 7/14/98

ARTICLE I

PURPOSE

Section 1

The purpose of the Trailseekers of Moreno Valley, Inc. is to promote, preserve, maintain, and improve equestrian interest. The organization strives to improve relations and communication between the City of Moreno Valley and equestrian groups. The Trailseekers of Moreno Valley, Inc. promotes knowledge and awareness of horsemanship and humane treatment of horses and other animals. The organization encourages and supports new avenues of interest and awareness fostering and advancing equestrian activities.

ARTICLE II

MEMBERSHIP

Section 1

Members must be 18 years or older. Organization membership is open to persons interested in any aspects of equestrian activities.

Section 2

Annual dues to cover insurance and other operational costs will be \$20 per single member and \$35 per couple. One day membership to participate in special events is available at \$5 per day. One day membership does not include voting privileges or monthly newsletters.

Section 3

Single membership will have the privilege of one vote. Each adult in a couples' membership will also have the privilege of one vote each. Children of both single and couples' memberships may participate in club activities, but are not allowed voting privileges.

Section 4

Annual dues are due July 1 and delinquent August 1. Members joining after August 1 will pay the regular dues for the remainder of the fiscal year. A membership drive will begin in March. Those members joining between March and June will not have to pay an additional membership fee on July 1.

Section 5

Fees for practices and other events will be set for each participating member according to fees charged to the club.

Section 6

Members delinquent for dues or other fees may not hold office or participate in club activities.

Section 7

Any member delinquent past 90 days or other fees will have his/her membership terminated. A \$5 late fee will be charged for members renewing after the 91st day.

Section 8

Members may resign from this organization by giving written notice to the Secretary. No refunds on dues will be given.

Section 9 Potential members must attend one meeting and one event. The organization shall not discriminate against any applicant for membership because of race, color, age, religion, sex, or national origin.

ARTICLE III MEETINGS

Section 1 Meetings shall be held on the second Tuesday of every month at 7 p.m. at a pre-designated site.

Section 2 Twenty-five percent of the membership shall constitute a quorum.

Section 3 Meetings of the Board of Directors shall be held at pre-arranged dates or at the call of the President. At all meetings of the Board, a majority shall constitute a quorum.

Section 4 The annual Board of Directors meetings shall be held on the first Wednesday of August at 7 p.m. at a pre-designated site.

ARTICLE IV GOVERNMENT AND DUTIES OF OFFICERS

Section 1 **PRESIDENT** – The President shall preside over all the meetings of this organization and meetings of the Board of Directors, appoint all committee chairpersons, and shall have general supervision of the affairs of this organization. The President shall be responsible to prepare agendas for all meetings. The President may only cast a vote in case of a tie.

Section 2 **VICE-PRESIDENT** – The Vice-President shall perform the duties of the President during his/her absence, and shall perform other duties at the request of the President. Vacancy in the office of the President shall be filled by the Vice-President.

Section 3 **SECRETARY** – The Secretary shall record minutes of the Membership and Board meetings, preserve all records, reports, correspondence, and membership lists. In the absence of both the President and Vice-President, the Secretary shall preside over the meeting and verbally appoint a member to record the minutes.

Section 4 **TREASURER**- The Treasurer shall be responsible for the financial records of the organization, disburse funds as required, prepare a monthly report on the financial condition of the organization and prepare an annual report for audit by two (2) members of the Board of Directors. The Treasurer shall issue notices of dues payable and be responsible for the collection of dues. A list of members delinquent on dues shall be provided to the Board of Directors.

Section 5 **PUBLIC RELATIONS** – The Public Relations (PR) Officer shall be responsible for publicity of functions. The PR Officer shall contact various event

organizers and advise members of event possibilities. The PR Officer shall be responsible for publishing and distributing the organization newsletter.

- Section 6 PARLIAMENTARIAN – The Parliamentarian shall rule on all points of order. He/she shall keep note of any and all changes in the By-Laws or Organization Charter and record them promptly.
- Section 7 HISTORIAN – The Historian shall keep an up-to-date record of past activities and maintain an album with the use of photos, newspaper articles, documents, etc.
- Section 8 BOARD OF DIRECTORS – The Board of Directors shall consist of the President, Vice-President, Secretary, Treasurer, Public Relations, Parliamentarian, and Historian.
- Section 9 The Board of Directors shall have control and management of this organization, subject to the will of this organization.
- Section 10 Funds of this organization shall be withdrawn from the bank by the joint signatures of any two officers on a signature card provided by the bank.
- Section 11 Any unbudgeted amount of money shall be approved by the general membership.
- Section 12 The major projects of this organization shall be reviewed by the Board of Directors and approved by the general membership.
- Section 13 Funds raised by this organization shall be used only for projects consistent with the purposes of this organization as stated in Article 1.
- Section 14 The newly elected Board of Directors shall prepare and present a budget to the general membership for approval within the first 60 days of office.

ARTICLE V ELECTIONS

- Section 1 Floor nominations will be held two months before elections.
- Section 2 Term of Office – The term of office for each elected official shall be one year.
- Section 3 Election – The election of officers shall be scheduled at a regular meeting date. Voting shall be by ballot, with a simple majority vote. The President and Vice-President require a 51 percent majority vote. Absentee ballots may be turned in to the Secretary before the meeting in a sealed envelope, to be opened and counted with the regular ballots at the time of the election.

Section 4 Special Elections – If an elected officer resigns or is removed from office, a special election will be held for the remaining term of office.

ARTICLE VI REMOVAL FROM OFFICE OR FROM ORGANIZATION

Section 1 Removal from office or from membership – Any officer or member may be removed from office or organization as a result of failure to fulfill duties of said office or for conduct detrimental to the best interest of the organization. Detrimental conduct includes reckless and intentional inhumane treatment of animals. If the inhumane treatment is found to be from ignorance, the member will be counseled one time in the proper and ethical handling and treatment of the animal. Removal procedures will be as follows:

- A. A petition stating the charge(s) shall be filed with the Secretary and signed by two-thirds (2/3) vote of the membership.
- B. The Board of Directors shall notify each member by mail at least ten (10) days before the question will be placed on the next meeting agenda.
- C. The petitioner(s) shall present their case first. The member in question shall be heard second and a vote will be taken. Two-thirds (2/3) of those voting shall be necessary to remove the member/officer from office or the organization.
- D. Should the member in question be the Secretary, the Vice-President shall receive and distribute the petition. Should the member in question be the President, the Vice-President shall preside during the removal proceedings.

ARTICLE VII FISCAL YEAR

Section 1 The fiscal year shall be from July 1 to June 30.

ARTICLE VIII AMENDMENTS

Section 1 The By-Laws may be amended by a two-thirds (2/3) vote of the active membership.

ARTICLE IX AMENDMENTS TO BY-LAWS PASSED ON SEPTEMBER 13, 1994

Section 1 Add to ARTICLE II, MEMBERSHIP, Section 1: Club membership is open to owners and riders of all breeds of horses and mules.

Section 2 Add to ARTICLE II, MEMBERSHIP, Section 9: The organization shall not discriminate against any applicant for membership because of race, color, age, religion, sex, or national origin.

- Section 3 Change in ARTICLE III, MEETINGS, Section 1: Meetings will be held on the second Tuesday of every month at 7 p.m. at a pre-designated site.
- ARTICLE X AMENDMENTS TO BY-LAWS PASSED ON JULY 14, 1998**
- Section 1 Change in ARTICLE II, MEMBERSHIP, Section 1: Organization membership is open to persons interested in any aspects of equestrian activities.
- Section 2 Add to ARTICLE II, MEMBERSHIP, Section 2: Annual dues to cover insurance and other operational costs will be \$20 per single member and \$35 per couple. One day membership to participate in special events is available at \$5 per day. One day membership does not include voting privileges or monthly newsletters.
- Section 3 Change ARTICLE II, MEMBERSHIP, Section 7: Any member delinquent past 90 days for dues or other fees will have his/her membership terminated. A \$5 late fee will be charged for members renewing after the 91st day.
- Section 4 Change title of ARTICLE IV, “DUTIES OF OFFICERS” TO “GOVERNMENT AND DUTIES OF OFFICERS.”
- Section 5 Change ARTICLE IV, GOVERNMENT AND DUTIES OF OFFICERS, Section 2 – VICE-PRESIDENT: The Vice-President shall perform the duties of the President during his/her absence, and shall perform other duties at the request of the President. Vacancy in the office of President shall be filled by the Vice-President.
- Section 6 Change ARTICLE IV, GOVERNMENT AND DUTIES OF OFFICERS, Section 5 – PUBLIC RELATIONS: The Public Relations (PR) Officer will be responsible for publicity of functions. The PR Officer shall contact various event organizers and advise members of event possibilities. PR Officer shall be responsible for publishing and distributing the organization newsletter.
- Section 7 Add to ARTICLE IV, GOVERNMENT AND DUTIES OF OFFICERS:
- Section 9 The Board of Directors shall have control and management of this organization, subject to the will of this organization.
- Section 10 Funds of this organization shall be withdrawn from the bank by the joint signatures of any two officers on a signature card provided by the bank.
- Section 11 Any unbudgeted amount of money shall be approved by the general membership.

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BY-LAWS APPROVED JULY 19, 1994

BY-LAWS AMENDED SEPTEMBER 13, 1994

BY-LAWS AMENDED JULY 14, 1998