

Orleans County Boots and Saddles Club

www.ocbsc.webs.com

Constitution – By-Laws (revised February 2022)

Incorporated, May 17, 1958

ARTICLE I

Section 1

Name

This organization shall be known as The Orleans County Boots & Saddle Club, Inc. Hereinafter shall be referred to as OCBSC, the Association, or the Club.

ARTICLE II

Section 1

Purpose

Its general purpose shall be to enable its members to unite in efforts to

- (a) encourage and promote the best interests of horse-minded fellowship,
- (b) develop good sportsmanship through association,
- (c) promote an interest in horses and horsemanship.

Section 2

Jurisdiction

The territory to be included within the jurisdiction of the Club shall be all of Orleans County and bordering counties. This jurisdiction is subject to such changes as may be made by the **Board of Directors**.

Section 3

Membership

The organization shall consist of men, women and children, regardless of age, who are acceptable to a majority of the members present at any regular meeting.

Section 4

New Members

Paid applicant(s) shall be probationary members and eligible for all Club activities until voted on at the next Club meeting. All new member names are to be brought in at the regular monthly meeting and read to the members by the President. The floor will be open for a ten minute discussion. Names will be put to a vote individually. All successful applicants will then be official members. Members are strongly urged to help out at least once a year at an event.

Section 5

Honorary Members

An honorary "Complimentary" membership not subject to payment of dues may be given to individuals upon recommendation and approval of the association **Board of Directors**.

Honorary membership shall be limited to insurance based upon service or reasons beyond those normally expected to be given.

Section 6

Exclusions

Honorary members shall be entitled to all privileges of membership except holding elective office and voting.

Section 7

Expulsion

A member can be expelled as a “Detriment to the Organization.” The issue must be brought to the Grievance Committee (**Board of Directors**) by member/members in good standing. The Committee will decide the merit of the issue based on the Club’s stated purpose and the welfare of the organization. If not settled in committee the issue goes to the Club body for a vote.

ARTICLE III

Section 1

Officers

The officers of this association shall be: President, Vice-President, Treasurer, and Secretary: all of whom shall be elected by secret ballot or otherwise as a majority of the membership present may direct.

Section 2

Sergeant-at-Arms

The Sergeant-at-Arms will be appointed by the presiding President. If the SAA is absent, a temporary may be picked for the length of the meeting.

Section 3

Board of Directors (updated February 2022)

There shall be six **Board of Directors** who are current club members. They shall be the sitting President and Vice President along with the two most recent past Club Presidents and two most recent past Vice Presidents who remain current club members.

See Article II, Section 2,5,7; Article IV, Section 6; Article VI, Section 1; and Article VIII, Section 4.

ARTICLE IV

Duties of Officers

Section 1

President

The President shall be the presiding and chief officer of the association. It shall be the duty of the President to preside at all meetings of the association as well as of the officers and directors, to appoint all standing and special committees of the association, unless otherwise provided for, and shall be a member ex-officio of all such committees. The President is to sign checks in the absence, disability, or death of the treasurer.

Section 2

Vice-President

In the absence or disability of the President, presidential duties will be discharged by the Vice-President.

Section 3 Secretary

The Secretary shall keep a record of the business of the organization, have charge of all correspondence, keep a register of the names and contact information of each member, shall receive all money of the organization and immediately pay the same over to the Treasurer and perform such other duties as may be required.

Section 4 Treasurer

The Treasurer shall receive all money from the Secretary and disburse the same only on the order of the organization. Payments shall be recorded and deposited to the OCBSC bank account. The Treasurer shall make a report at each meeting, also yearly financial reports, and perform such duties as may be required.

Section 5 Sergeant-at Arms

The Sergeant-at-Arms shall maintain order at all times, introduce new members and such duties as may be required.

Section 6 Board of Directors

The **Board of Directors** shall preside over Grievances and Welfare of the Organization. They shall have the authority to impeach any officer who is not performing their duties for the good and welfare of the organization and to appoint a new officer.

ARTICLE V Debts

Section 1

No officer or member of the association shall contract any debt in the name of the association without authorization of same by majority of those present at a regular meeting, except that any officer of this association is empowered to authorize the expenditure of not more than \$100 dollars for incidental expenses. This excludes trail ride expenses, the Treasurer having the authority to pay all trail ride expenses on the presentation of the bills.

ARTICLE VI Membership

Section 1 Dues

All yearly dues are due and payable by the March Meeting. At the discretion of the **Board of Directors**, dues may be changed with a vote of 2/3 members present.

Section 2

Types of Membership

There will be a division of membership, members eighteen years or under will be considered junior members and must have a sponsor who is an adult member in good standing unless they are part of a family, currently members in good standing. Junior members will not be able to vote. Family membership will include parent(s) or guardian(s) and all children of that family, twenty-one years old or less still residing in the home address of the family. Individual membership includes only one adult member for all activities.

Rates

Family membership ~\$25.00 (families with children age 21 or less, living at home)

Individual membership ~\$20.00 (individuals over 18 years of age)

Junior membership ~\$15.00 (18 or less sponsored by adult member in good standing)

Section 4

Partial Year

Any member joining the club after November 1 of that year shall pay regular dues which will be applied to the following year.

Section 5

Arrears

Any member failing to pay their dues by the March meeting shall no longer be considered a member. He or she may reapply as a new member at any meeting.

Section 6

Members Only Events

In order to participate in a club member's only event, you may be a new probationary member or must be a member in good standing at least one month prior to said event.

ARTICLE VII

Agenda

Section 1

Order of Business

- I. Roll call of Officers and Members
- II. Reading of Minutes of Previous Meeting
- III. Treasurer's Report
- IV. Communications, Bills, Etc.
- V. Applications for Membership
- VI. Election and Introduction of New Members
- VII. Reports of Officers and Committees
 - A. Events
 1. Fun Show Committee/Barrels
 2. Trail Ride Committee
 3. Member Only Events
 4. Obstacle Challenge
 5. Poker Run
 6. Hunter Pace

- B. Health and Welfare of the Membership
- C. Fundraiser/Publicity
 - 1. Swap n' Shop
- D. Grounds
- VIII. Unfinished or Deferred Business
- IX. New Business
- X. Grievance/Welfare of the Organization (Board of Directors)
- XI. Next Meeting Date/Place
- XII. Adjournment

ARTICLE VIII

Meetings

Section 1 ANDREA: we wanted to present a change to accommodate the president?

Membership Meetings

The regular business meeting of the Club will be held on the third Thursday of each month at such place as officers may direct and determine. Notice of time, place, and purpose of such meeting will be noted on Facebook and our website calendar.

Section 2

Order at Meetings

No member will be heard at meetings without first addressing the President for permission. A five to ten (depending on topic) minute general discussion may be held on any motion before being put to a vote.

Section 3

Annual Meeting

The installation of officers elected in November for the upcoming year will take place at the first meeting of the new year (January).

Section 4

Special Meetings

Special Meetings of the membership may be called at any time by the Board of Directors, or shall be called by the President. A written notice will be emailed to all members and posted on the Website and Facebook. The business to be transacted at such special meetings shall be stated in the notice thereof and no other business may be considered at such time.

Section 5

Quorum

Seven members in good standing shall constitute a quorum for the transaction of business.

ARTICLE IX

Elections

Section 1

Election of Officers

A nominating committee will be appointed in October by the President to select the nominees for the election in November. Election of officers shall take place at the regularly scheduled monthly

November meeting of each year. The installation of officers will take place at the first meeting of the new year (January).

Section 2

Method

An online survey will be sent out via email and posted on facebook for all members to view and vote. If a member prefers a ballot, one will be sent to their residence with instructions to send it back. The candidate receiving a plurality of votes cast by secret ballot shall be declared elected and shall hold office for the term of one year or until a successor is elected and installed.

Section 3

Vacancies

In the event of a vacancy among the Officers and/or Directors through death, resignation or any other causes, said vacancy may be filled at any regular meeting in the same manner as at the Annual Election, with due notice to all members.

Section 4

Eligibility

No member shall be eligible for nomination for office unless in good standing at time of nomination.

Section 5

Absenteeism

The **Board of Directors** shall have the authority to impeach any officer who is not performing their duties for the good and welfare of the organization and to appoint a new officer.

ARTICLE X

Committees

Section 1

Committee Appointments

All committees shall be appointed by the president or presiding officer unless objected to and shall be approved by the other officers.

Section 2

Standing Committees

The following standing committees shall be appointed annually, and hold office for one year unless discharged sooner by a vote of the majority of all officers.

1. Events
 - a. Obstacles Committee
 - b. Fun Show Committee/Barrels
 - c. Trail Riding
 - d. Member Only Events
 - e. Poker Run
 - f. Hunter Pace
2. Health and Welfare of the Membership
3. Fundraiser/Publicity
 - a. Swap n Shop
4. Grounds

Section 3

Committee Membership

Each Committee shall have its own chairperson and at least two members of whom one is the President, ex-officio, or during her/his absence or inability to act, the Vice-President, ex-officio, shall be one.

Section 4

Meetings

Each standing committee shall hold meetings when necessary and report to the association at its stated meetings. In case of vacancy in any committees, such vacancy may be filled by the officers of the association at any regular meeting.

ARTICLE XI **Amendments**

Section 1

The Constitution and By-Laws may be amended by submitting at any regular meeting the proposed amendment in writing. Said amendment is to be read at one meeting and said proposal to be voted upon at the next regular meeting thereafter. A two-thirds vote of the members present being necessary to pass the amendment.

ARTICLE XII

Club Property

Section 1

Club Property

At the discretion of the existing **Board of Directors**, in the event the Orleans County Boots & Saddle Club, Inc. should dissolve, the land, buildings, and any money left in the treasury, etc., shall be donated to the Orleans County 4-H.

Section 2

Grounds Committee

The Committee is charged with overseeing use, activities, upkeep, and upgrades to the Club property. They may be current or honorary members. Contact yearly to determine their desire/willingness to continue in this capacity.

No Further Articles.
Updates Ratified 2021