

BEAR VALLEY SPRINGS HORSEMEN'S ASSOCIATION BY-LAWS

ARTICLE I – NAME AND FORMATION

Section 100

The name of this organization is the Bear Valley Springs Horsemen's Association, hereafter referred to as the Association.

Section 101

The Association was formed in August 1979 in Bear Valley Springs as a non-profit association.

ARTICLE II - OBJECTIVES

Section 200

- (a) To promote good fellowship among the people of Bear Valley Springs and to promote a natural blend of equestrians and all residents of the community;
- (b) To promote equestrian related activities and facilities; and,
- (c) To support the acquisition and the preservation of riding trails in Bear Valley Springs.

ARTICLE III – MEMBERSHIP

Section 300

The membership of the Association is limited to adult property owners in good standing with the Bear Valley Springs Association and to adult residents of Bear Valley Springs who have been assigned the right to enjoy the Common Areas and Community Facilities within Bear Valley Springs, as provided by the by-laws of the Bear Valley Springs Association.

Section 301

Any member charged with conduct unbecoming an Association member and against whom the charges are sustained after due and proper notice and hearing before the Executive Board, may be expelled from membership by two-thirds (2/3) vote of the members attending a special meeting for that purpose.

Section 302

Any person whose membership in the Association has been terminated in any manner shall forfeit all interest in any funds or other property belonging to the Association.

ARTICLE IV – OFFICERS, EXECUTIVE BOARD

Section 400

- (a) The officers of the Association are:
 - (1) A President,
 - (2) A First Vice-President,
 - (3) A Second Vice-President,
 - (4) A Secretary, and,
 - (5) A Treasurer.

These officers constitute the Executive Board (hereinafter called the Board) that has the power to act in an emergency.

- (b) A majority of the Board (3) constitutes a quorum.
- (c) Special meetings of the Board can be called by the President or by a written request of any two members of the Board filed with the Secretary, with a copy to each Board member.

- (d) No member may hold more than one office at a time and no member may serve more than two consecutive terms in the same office or for more than three consecutive years on the Board. Appointment to complete a vacant mid-term seat on the Board; shall not count as time served against election to that office for two consecutive years.
- (e) Vacancies on the board shall be filled within 30 days by a majority vote of the remaining Board members though less than a quorum, and each officer so elected shall hold office until a successor is elected by the membership.

ARTICLE V – DUTIES OF OFFICERS

Section 500

The President shall preside at all Board and membership meetings, appoint the chairmen of committees not otherwise specified by these by-laws and shall be an ex-official member of all committees except the nominating committee.

Section 501

The First Vice-President shall be Event Committee Chairman and shall, in the absence of the President, perform the duties of the President.

Section 502

The Second Vice-President shall be Chairman of the Trail and Trail Ride Committee and shall be the Association liaison to the Bear Valley Springs Association Board and the Equestrian Committee regarding equestrian trails in Bear Valley Springs.

Section 503

The Secretary shall record and read the minutes of each membership meeting and read the minutes at the next meeting; shall prepare the minutes of each Board meeting and read the minutes at the next Board meeting; shall have custody of the by-laws; shall conduct all correspondence of the Association; and shall keep all correspondence on file. In the absence of the Secretary the President shall appoint another officer to perform the duties of the Secretary. Verbal roll call of officers shall be done at each meeting.

Section 504

The Treasurer shall have charge of all funds of the Association; shall pay all bills authorized by the Board or by the membership; shall keep a record of all funds received and all expenditures; shall report on the Association's financial condition at each regular membership meeting; and shall prepare and present an annual report at the November annual membership meeting. The Treasurer may maintain a petty cash fund in the amount set out in the Standing Rules.

The Association's financial records shall be audited annually by an auditor or audit committee appointed by the Board.

Section 506

All Association checks require two signatures, with any combination of the President, Treasurer or Secretary as signatories.

Section 507

In the absence of the President and First Vice-President the duties of the President may be performed by one of the other officers in the following order; Second Vice-President, Secretary, Treasurer.

ARTICLE VI – MEMBERSHIP MEETINGS

Section 600

Regular monthly membership meetings shall be held at a time and place specified in the Standing Rules.

Section 601

Special meetings of the membership may be called by the Board, the President or by ten percent (10%) or more of the members.

Section 602

In the absence of an officer, the members present at a membership meeting may, by majority vote, elect a Chairman, pro tem, to conduct the meeting.

Section 603

A quorum for membership meetings shall be not less than ten percent (10%) of the members.

ARTICLE VII – DUES

Section 700

Annual membership dues are payable on January 1 of each year for the following fiscal year ending December 31, in an amount set out in the Standing Rules.

Section 701

The dues of new members who apply for membership after November 1 shall cover the subsequent fiscal year beginning January 1.

Section 702

The Board may terminate the membership of members whose dues have not been paid before March 1.

ARTICLE VIII – NOMINATIONS AND ELECTIONS

Section 800

A nominating committee of three members shall be appointed by the President in October and shall present a slate of nominees at the November membership meeting.

Section 801

Nominations may be made from the floor at the November membership meeting provided consent of the nominee has been obtained prior to the meeting.

Section 802

The annual election of officers shall be held at the November membership meeting. If there is more than one nominee for an office, the election to that office shall be by written ballot. If there is only one nominee for an office, the election for that office may be by voice vote or raise of hands, at the discretion of the presiding officer.

Section 803

Officers shall be installed at the December meeting and shall assume their duties at the January meeting for a term of one year or until their successors are elected.

Section 804

Only members in good standing may vote at any membership meeting. Members are not in good standing if their dues are delinquent by more than sixty (60) days.

ARTICLE IX – STANDING COMMITTEE

Section 900

Standing Committees may be created by the Board as required to promote the objectives and interests of the Association.

Section 901

The President shall appoint the chairman of Standing Committees not named by these by-laws.

ARTICLE X – PARLIAMENTARY AUTHORITY

Section 1000

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with these By-laws or Standing Rules.

ARTICLE XI – STANDING RULES

Section 1100

Standing Rules (attached) not in conflict with these by-laws may be adopted, amended or repealed without prior notice by a majority vote of members at a regular membership meeting.

ARTICLE XII – AMENDMENTS

Section 1200

These by-laws can be amended at any regular membership meeting by two-thirds (2/3) vote, provided that the amendment has been submitted in writing to the members not less than seven (7) days prior to the meeting.

Revised 7-1-94
Lois J. Hilfer, Secretary

Organized 1979; Revised 1984; Revised 1992; Revised 1994