

BY-LAWS FOR THE ITASCA SUNSET SADDLE CLUB, INC.
GRAND RAPIDS, MN
2015 – 2016 - 2017

CLUB GOAL

To develop and promote good fellowship among horse lovers

ARTICLE I – NAME

The name of this Organization is Itasca Sunset Saddle Club, Inc.

ARTICLE II – PURPOSES

The purposes of this organization are as follows:

- Section 1. To encourage, promote and develop the owning, training and breeding of equine species.
- Section 2. To promote and develop horsemanship, sportsmanship, and increased knowledge of breeding, training, and care of equine species.
- Section 3. To cultivate the social life, welfare, health and happiness of its members by promoting and encouraging the use of and interest in equine species.
- Section 4. To promote and cultivate among its members and others all equestrian activities with an emphasis on safety and horsemanship.
- Section 5. To interest and educate the public in recreational possibilities and benefits of the use and ownership of equines through activities of this Club.
- Section 6. To promote and cultivate the formation of associations and friendly relationships with similar clubs throughout the State and elsewhere.
- Section 7. And for the uses and purposes for which this Organization is formed to lease, purchase, hold, use, and enjoy in fee, simple or otherwise, any personal or real property and to sell, lease, deed in trust, or dispose of the same at the pleasure of the Organization accepting and provided that this Organization is a non-profit one and none of its operations shall at any time result in any way in pecuniary profit or gain to this Organization or any member thereof.

ARTICLE III – MEMBERSHIP

- Section 1. Membership in this Organization is open to individuals and family groups. Family groups consist of parent(s)/legal guardian(s) and dependent children under eighteen (18) years.
- Section 2. Process for application will be to submit form and fee to treasurer. New members will be reported at the next regular meeting.
- Section 3. A member who becomes a member of the Armed Forces shall be granted a continuing membership until year of discharge.

Section 4. A member in good standing is one whose dues are paid on an annual basis, abides by the rules of the club and respects its members.

Section 5. Membership may be renewed by April 30th without submitting a new application.

Section 6. Any member in good standing, 12 years or older, is eligible to vote.

Section 7. Members who joined the Club prior to January 1, 2009, and who are in good standing for 20 consecutive years shall attain a life membership. Life members are not required to pay annual dues.

Section 8. The dress code of the Organization shall be as designated by a majority vote of its members.

Section 9. The club colors of this Organization are blue and gold.

Section 10. Membership benefits shall include membership history, WSCA membership, and newsletter.

ARTICLE IV – DUES

Section 1. The annual dues for active membership in the Organization shall be determined by the Board of Directors. Annual dues shall begin January First (1) of each year. Dues will be accepted at the Annual Meeting. No person can vote or be elected to office that has not paid dues for the next year by or at the Annual Meeting. Any member not paying dues prior to April 30th will lose all membership benefits and will be required to submit a new application.

Section 2. The fiscal year shall conform with the calendar year.

ARTICLE V – MEETINGS

Section 1. The members of this Organization shall meet on the third Wednesday of each month unless otherwise designated by the Board of Directors. The Director's meeting shall be held once a month, the first Tuesday of each month unless otherwise notified. All meeting locations are to be decided by the Board of Directors. Regular meetings are open to all members and guests. Directors meetings are open to members only.

Section 2. The annual meeting shall be held during the month of November each year.

Section 3. Special meetings of the Organization may be called by a majority of the Board of Directors or by the President or Secretary upon request of any five members in good standing of the Organization.

Section 4. The quorum for a regular meeting shall consist of ten (10) voting members, two (2) of which must be Board members. The quorum for Board meeting shall be four (4) voting members of the Board of Directors.

Section 5. Robert's Rules of Order shall govern this Organization in all its proceedings and actions of its officers and directors.

ARTICLE VI – OFFICERS

Section 1. The elective officers of the Organization shall be President, Vice-President, Secretary, and Treasurer.

Section 2. There shall be a Board of Directors consisting of eleven (11) members of the Organization: President, Vice-President, Secretary, Treasurer, Four (4) Senior Directors, two (2) Junior Directors, and Past President. Junior directors must be 12-18 years old when elected.

Section 3. All officers of the Organization shall be elected at the Annual Meeting and shall serve for one year, effective January First (1), until their successors are duly elected. Qualified Senior Directors will be elected for three-year terms. One (1) or two (2) year term may be declared by the Board of Directors insuring an even balance of the number of Directors to be elected each year. No officer or director shall hold office more than two consecutive terms with the exception of the Secretary and Treasurer who may hold office as long as the membership desires.

Section 4. Only members in good standing may be elected for offices. Members must also have attended three (3) meetings in previous twelve (12) months, with the exception of the Jr and Sr Director positions who need not have met the three (3) meeting requirement.

Section 5. A member must have membership of twelve (12) months before holding any office, with the exception of the President who must have membership of at least twenty-four (24) consecutive months.

Section 6. If the Club holds an active membership in the organization, the President and two (2) additional members in good standing shall be delegates to the Arrowhead Saddle Club Association, Western Saddle Clubs Association, and the Minnesota Horse Council meetings: One (1) member to be elected each year for a two (2) year term. The senior delegate shall have the determining vote. It is suggested that delegates be horse show oriented with the exception of the Minnesota Horse Council.

ARTICLE VII – DUTIES OF DIRECTORS AND OFFICERS

Section 1. The general supervision and direction of the affairs of the Organization shall be vested in the Board of Directors and they shall audit all bills against the Organization, may fill any and all vacancies for the unexpired term which may occur among the officers between Annual Meetings and carry on all business and other activities of the Organization. Any vacancies filled between annual meetings shall be elected at the next annual meeting.

Section 2. The President shall preside at all meetings of the membership and all meetings of the Board of Directors and he/she shall perform all the duties incident to this office. The President shall

be ex-officio member of all committees except the Nominating Committee. The President shall have the power to appoint such committees as he/she may deem necessary from time to time. If an appointed committee member does not fulfill his/her duties, he/she may be removed. The Vice-President shall act for the President in his/her absence.

Section 3. The duty of the Secretary shall be to keep a record of all meetings and attendance of this Organization. The Secretary shall report at the annual meeting, the various proceedings of the Board of Directors and upon the activities of the Organization.

Section 4. The duty of the Treasurer shall be to keep a record and have charge and custody of all funds, with the exception of horse show funds, and pay out same upon order of the Board of Directors of the Organization, pick up mail, and keep updated membership lists. The Treasurer shall submit a monthly detailed report to the directors meeting along with a copy of the most recent bank statement, and make an annual report at the Annual Meeting upon the financial affairs of the Organization and upon all funds coming into his/her possession. The Treasurer shall deliver all funds and records to his/her successor at or before the first Board of Director's meeting of the new term.

Section 5. The Audit Committee shall consist of a minimum of four (4) members of the Board of Directors that must include the in-coming President and Treasurer and the out-going President and Treasurer. In the event of a re-election, other Board members would fill the vacancies on the Audit Committee. All accounts of the Organization shall be audited at least once each year. A special audit may be requested by a majority vote of the Board of Directors.

Section 6. The Board of Directors shall be limited to expenditures in the amount not to exceed one hundred fifty dollars (\$150.00) at any one director's meeting unless authorized at some meeting of the Organization to exceed such amount.

Section 7. All monies of the Organization, with the exception of the Horse Show funds, shall be handled by the Treasurer and deposited in a bank designated by the Board of Directors.

Section 8. Any debit card expenditure not authorized by the Club or the Board of Directors shall be the sole responsibility of the card user.

Section 9. All monies of the Horse Show Account shall be handled by the Chairperson of the respective committee and deposited in a bank designated by the Board of Directors. All checks against the account shall be signed by the Chairperson. The name of the President or Treasurer shall also be listed on the bank signature cards. The Committee Chairpersons shall submit a final financial report on the show to the club within 3 months of the show.

Section 10. In the event the Itasca Sunset Saddle Club, Inc. dissolves, all property belonging to the Corporation, after discharging all liabilities shall be held for a period of two (2) years, at which time, it shall be donated to a non-profit organization to be determined by a majority vote of the members present and voting.

Section 11. If a member of the Board of Directors misses three consecutive director's meetings during their term or directorship without valid reason, the member holding the office will be automatically discharged, and the Board of Directors will appoint a new director until the next annual meeting.

Section 12. The Chairperson or a designated representative of each committee shall be responsible to report to the members at each monthly meeting.

ARTICLE VIII - ELECTIONS

Section 1. At each Annual Meeting all officers shall be elected, with the exception of directors whose terms are not yet expired. Any vacancies filled between annual meetings shall be elected at the next annual meeting. Director positions vacated during the annual election process shall be filled by election for the duration of the original term. All Directors may serve for two (2) consecutive terms.

Section 2. The President may be re-elected for a second term; the Secretary and Treasurer may be re-elected as often as the Club desires.

Section 3. All voting, for officers of the Organization, shall be by secret ballot and a plurality shall be required to elect.

Section 4. Only members in good standing whose dues are paid in accordance with these by-laws shall be eligible to vote at any election.

ARTICLE IX – RULES AND REGULATIONS

Section 1. Any member not obeying rules and regulations of the Organization, may be brought before the Board of Directors, which may result in suspension.

Section 2. No intoxicating liquors shall be consumed during the regular business meeting of this Organization. All State Laws regarding intoxicating liquors and drugs shall be upheld by this Club at all times. At no time should the excessive use of intoxicating liquors be allowed by this Organization, and any member who violates this regulation shall be liable to suspension. All charges for violation of the section shall be made to the Board of Directors in writing and the action of the Board of Directors shall be final after a hearing in which all parties may be heard. The Board of Directors shall hear such complaints at their next regular meeting following the receipt of the complaint.

ARTICLE X – AMENDMENTS

Section 1. Alterations and amendments must be read at three (3) consecutive regular meetings of the Organization providing a quorum is present by a two-thirds vote of members present and voting.

Section 2. The by-laws and rules and regulations shall be reviewed every three (3) years and revised as necessary.

ARTICLE XI – DISCRIMINATION

Section 1. The Itasca Sunset Saddle Club, Inc. is committed to the policy that all persons shall have equal access to its programs, facilities, and employment without regard to color, creed, religion, national origin, sex, age, marital status, disability, public assistance status, veteran status, or sexual orientation.

RULES AND REGULATIONS FOR ITASCA SUNSET SADDLE CLUB, INC. GRAND RAPIDS, MINNESOTA

- Rule 1) Behavior in parades: Horses must be kept in designated areas of parade route; there shall be no smoking or excessive talking in a parade; members must wear Club uniform, Western or English attire; and the horses must be well groomed. Participants must be members in good standing of the Club for at least thirty (30) days prior to the parade to allow for planning of parade routine and attire. The Parade Chairperson is responsible to see that only ISSC members ride in the group, due to insurance. All members are subject to order by ISSC Parade Chairperson.
- Rule 2) Horses and riders are subject to all traffic rules and regulations; whereas, they travel with the traffic. Members are reminded to be careful of construing litter, as our group being slow moving, is easily identified, thereby reflecting on the Club. Ride with traffic and lead against traffic.
- Rule 3) No profanity will be allowed.
- Rule 4) No minor, under 18 years of age, will be allowed on any trail ride without a chaperone. All chaperones must be adult members in good standing of the Organization. Chaperones will be held responsible for the conduct of their minors, and must remain on the premises. All non-members must be invited by an adult member in good standing of the Club and must abide by the Rules and Regulations of the Club. Club members are responsible for the actions of their guests.
- Rule 5) At the fairgrounds – respect the park and camping areas. Horses are led from the barns to the arena. No riding or horses on the lawn. Keep horses away from the concession stands.
- Rule 6) The annual dues for active membership in this Organization shall be set by the Board of Directors. At age 18, a dependent will no longer be covered by the family membership. Current members dues must be paid by or at the Annual meeting to be eligible to vote in the Annual Election. Dues will be accepted at the annual meeting. New member dues paid after October 1st will be applied to the following year. Members joining after October 1st will be

eligible to participate in club activities with the exception of voting at the current year's annual meeting.

- Rule 7) Any member bringing charges against another member should bring to the Board of Directors, in writing, such charges and shall be present when the meeting is called to order. The member being charged shall be notified by registered mail of the charges seven (7) days before the next director's meeting and should be present at the meeting.
- Rule 8) No one under eighteen (18) shall be allowed to ride or handle a stallion one (1) year and over in any Club event. All stallions brought to Club events must be kept secure and the safety of others must be considered.
- Rule 9) All horses must be under control at all times. The trail boss or show chairperson has the power to move or remove any horse to protect the safety of others.
- Rule 10) All horses must remain outside the eating and campfire compound on trail rides.
- Rule 11) All persons riding at all Saddle Club events must wear long pants and Western or English riding boots with heels.
- Rule 12) Annual fees for the post office box shall be paid upon receipt of a statement.
- Rule 13) At the regular meeting following a horse show, club members are encouraged to compile a list of recommended judges to be considered for the following years show. If a horse show chair has not been selected for the following year's show by September 1st, the President may secure a judge for next year's show.
- Rule 14) Under supervision of the Fair Board, members may assist in the enforcement of the rules and regulations governing the horse-oriented activities at the County Fair.
- Rule 15) The Club is responsible for organizing the playday on Sunday of the County Fair with the proceeds supplementing the Club's income.

2014 By-laws Committee

Jim & Marge Kelley

Sue Schrunk

Marlene Eichorn

Wendy Uzelac – President 2014-2015