

# **URCHA By Laws 2018**

## **ARTICLE I NAME AND PURPOSE**

Section 1: This non-profit organization shall be known as the Utah Reined Cow Horse Association and can also be referred to as URCHA and/or Association.

Section 2: The purpose of the URCHA is to improve and promote the working cow horse in this region and to promote the Snaffle Bit Futurity as well as other events and contests for working cow horses. The Association also promotes interest in working cow horses among the youth of Utah and the Intermountain West.

Section 3: The principal place of business of this organization shall be a place so established by the Board of Directors of the URCHA.

## **ARTICLE II MEMBERS**

Section 1: There will be two classes of membership, single membership and family membership. A single membership will receive one vote. A family membership will receive two votes. A family member is defined as anyone living in the same household. The vote of regular members will not be transferable by proxies or otherwise.

Members 18 years of age and under as of January 1<sup>st</sup> of the show year will be classified as Youth. Any youth seventeen and under may join without their parents being members if release papers are signed by the parent or guardian and regular membership dues are paid. Youth members will have all the rights and privileges of regular members except the right to vote.

A non-voting honorary membership may be bestowed on any regular member at the discretion of the Board of Directors.

Section 2: The Board establishes fees, and can then adopt policies every year that set specific dues. These dues become due and payable to the URCHA prior to the first show of the year. By signing the membership application and paying of annual dues, members shall be deemed to have agreed to comply with all of the provisions of the By Laws and other rules and regulations of this Association.

Section 3: Membership in the Association or application for membership in the Association may be terminated or rejected by the Board of Directors for cause detrimental to the interest of the URCHA, its programs, policies, objectives, and the harmonious relationship of its members as determined by the Board of Directors.

## **ARTICLE III MEMBERSHIP MEETINGS**

Section 1: The annual meeting of the membership of this Association shall be held as determined by the Board of Directors and at a time and place designated by the Board of Directors. A special meeting of the membership may be called by a majority of the Board of Directors, or on the call of the President. The Board of Directors shall call a membership meeting upon special request of at least ten (10) voting members.

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Section 2: Notice of the time and place of the holding of any regular or special meeting of the membership shall be sent by postal mail, or email, or posting on the Associations website, or posting on the Associations social media sites, or by giving a personal telephone call at the contact indicated in the membership records at least ten (10) days prior to such meeting.

Section 3: The members present at any scheduled business meeting shall constitute a voting body. Items of business may be voted on only by those in attendance.

### **ARTICLE IV OFFICERS**

Section 1: The officers of this Association shall consist of a President, Vice-President, Secretary and Treasurer. The President, and Vice-President, shall be members of the current Board of Directors and shall be elected for a period of one year or until their successors are duly elected and qualified. After 2015, it is preferred that candidates for the office of President have served on the previous year's Board of Directors, but a presidential candidate that has been a past Board of Director in good standing is also eligible. The Board of Directors appoints the Secretary and Treasurer.

Section 2: The President shall preside at all meetings of the Association and at the meetings of the Board of Directors. He/She shall appoint all committees and committee chairpersons. The President, during his/her term of office, may create certain positions, including but not limited to Parliamentarian and Historian, that he/she may deem necessary to advise the office of President or the Board of Directors. Said appointments will run concurrently with his/her term as President. He/She shall perform such duties and exercise such other powers as are usually incident to such office. The President will only vote at Board meeting in cases of ties.

Section 3: The Secretary and/or Treasurer are responsible for keeping and safeguarding, by calendar year, complete and accurate record of all proceedings of the Association and its Board of Directors.

The Secretary shall have possession of the Association records, attend to the proper publication of all reports, conduct official correspondence, attest documents, maintain the Association's web and social media sites, reply to Associations emails, and perform such other duties as are usual to such office or as may be required by this Association. The Secretary shall also issue notice or call to directors and members, keep membership records, conduct, supervise, count and record the balloting of all elections.

The Treasurer shall oversee the custody of all monies of the Association and shall keep regular books of accounts. The Treasurer, and or Secretary, shall disburse the funds of the Association in payment of just demands against the Association, keeping proper vouchers for such disbursements and shall provide, for the annual membership meeting, a full disclosure and financial statement for said calendar year. Also, the Treasurer shall render an accounting of all transactions that pertains to the financial condition of the Association at each of the Board of Director meetings.

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### **Article V BOARD OF DIRECTORS**

Section 1: The management of the affairs, business and control of policy is vested in the Board of Directors. All members of the Board of Directors shall be members in good standing of the Association.

Section 2: The Board of Directors of this Association shall consist of at least eight (8) members in good standing elected by the general membership, plus the President, Vice-President, Secretary and Treasurer. In addition, the Past-President of the Association shall be included on the Board of Directors for one year and will have voting rights.

Section 3: The Board of Directors may appoint one youth member to serve on the Board. The youth must be a current member and will represent all youth members at the meetings and Association events.

Section 4: The terms of the Board of Directors shall be one (1) year.

Section 5: The President, or six (6) members of the Board of Directors, with at least five (5) days prior notice, may call monthly meetings of the Board of Directors.

Section 6: Five (5) members constitute a quorum at any meeting of the Board of Directors. A majority of such quorum may decide any questions that come before the meeting.

Section 7: As a member of the Board of Directors, each director shall accept the responsibility of attending all board meetings. In the event that a director fails to attend two (2) consecutive meetings without a valid excuse, that fact shall be brought to the attention of the Board of Directors for whatever action is deemed appropriate by the Board. When a Board member is unable to attend a monthly Board meeting, the President must be informed prior to the meeting.

Section 8: Any vacancy on the Board of Directors may be filled by the President appointing a nominee with the approval of a majority of the Board of Directors.

Section 9: Action taken by any individual Board member shall not be binding upon the other Board members unless a majority of said quorum so votes. No Board member may undertake any financial obligations in excess of \$500 without a vote of a majority of said quorum. No Board member may issue a check in excess of \$500 without a vote of a majority of said quorum. An individual Board member cannot borrow nor pledge the assets of the Association for borrowing without a vote of a majority of said quorum.

Section 10: Members of the Board may participate in a meeting through the use of conference telephone, electronic video screen communications, or other communications equipment provided all members participating in the meeting are able to hear one another.

### **ARTICLE VI EXECUTIVE POSITIONS**

Section 1: To aid and assist in the orderly growth of the Association, the Board of Directors may, as it deems necessary, establish by a two-thirds (2/3) vote for certain executive positions to assist its officers in carrying out their appointed duties.

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Section 2: The Board of Directors may request that a surety bond be provided for any executive position so created, the premium of which shall be paid out of Association funds.

### **ARTICLE VII RULES AND REGULATIONS**

Section 1: From time to time the Board of Directors shall establish rules and regulations for the presentation and judging of URCHA events. The rules and regulations so adopted shall be changed, modified, or repealed only by a majority vote of the Board of Directors.

Section 2: Any change in the rules or regulations adopted by the Board of Directors during the year shall be effective immediately. Notification of any change will be made in a newsletter, the Association's web page, the Associations social media sites, or via email.

Section 3: Any change or infraction of the rules and regulations of this Association registered in writing with the Secretary of the URCHA shall be referred directly to the Board of Directors. Such changes or infractions must be considered and voted on by the Board of Directors within thirty (30) days.

Section 4: Every new member of this Association shall have access (via the Association's website) to a current complete copy of the By Laws including the Rules and Regulations.

### **ARTICLE VIII ELECTIONS**

Section 1: Each year the Board of Directors will solicit qualified candidates to run for office and Board membership via the URCHA web site, other social media, as well as direct contact. Unless otherwise specified, nominations will be put to the general membership and election by secret ballot will take place.

Section 2: When there are only enough nominations for Board membership to meet Article V, Section 2, there will not be an election by secret ballot. The Board of Director members will then be announced via the Association's web page, social media sites, email, or a newsletter.

Section 2: Ballots will be counted by three (3) members of the Board of Directors and the results reported to the current Secretary and/or Treasurer for announcement to the membership via the Association's web and social media sites.

### **ARTICLE IX AMENDMENTS**

Section 1: Any modification or amendment of By Laws will be passed by a majority vote of the Board of Directors. Any member in good standing who wishes to amend By Laws must present the proposed amendment in writing to the Board of Directors for discussion and final vote.

Revised and Approved February 2018