

# Lewis-Clark Saddle Club

## Bylaws

(Revised 01/2023)



Clarkston, Washington

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Constitution  
of the  
Lewis-Clark Saddle Club, Incorporated

The purpose of the Lewis-Clark Saddle Club shall be to:

1. Promote a greater knowledge, understanding and appreciation of horses and horsemanship.
2. Promote excellence by providing training, instruction, and other educational opportunities for members.
3. Encourage members to share their knowledge of horses and horsemanship with other members.
4. Promote the humane handling, raising, and breeding of horses.
5. Encourage members to participate in Omoksee, rodeos, playdays, horse shows, trail rides and other activities sponsored by this Club.
6. Provide, so far as is possible and practical, useful, safe, and effective facilities for the holding of sponsored club events, with a primary view toward our junior members as a community service. To capture and encourage their interest in the care and resultant pleasure that can be derived from horsemanship by virtue of membership in this Club.
7. Seek out good bridle paths, trails, and other riding and horse related facilities.
8. Sponsor events for the benefit and pleasure of adult members.
9. Practice, at all times, good fellowship and good sportsmanship among our members.

Bylaws  
of the  
Lewis-Clark Saddle Club, Incorporated

Article I:  
Name

Section 1. The name of this organization shall be LEWIS-CLARK SADDLE CLUB, INCORPORATED.

Section 2. It is a membership corporation, incorporated in 1950, and existing under the laws of the State of Washington.

Section 3. All benefits, including the right of participation in the events sponsored by this Club; use of the arena and/or portable or stationary games equipment used in conjunction with and for practice purposes, shall inure to the benefit of the members in good standing only.

Section 4. It shall be a nonprofit Club.

Article II:  
Membership

Section 1. Any person whose interest is manifested in the objectives of this Club shall be eligible for membership, and, as further provided.

Section 2. There shall be two classes of membership:

- a. Adult:  
Requirement for eligibility to this class of membership shall be that the applicant be nineteen (19) years of age or over.
- b. Junior:
  1. Requirements for eligibility to this class of membership shall be that the applicant is 18 years of age or under, as determined throughout the year as the age they were on the first day of January of that year.
  2. At least one parent, guardian, any responsible marital or blood relation is required to read and sign the RELEASE, an example appearing in the LCSC Rulebook.
  3. Members of this class may vote at all monthly or special meetings on all matters pertaining to the Club, except on questions of Club monies.
  4. All members of this class when taking part in any riding activity sponsored by the club, must obey the instructions of the officer in charge, when or wherever their safety is concerned.
  5. Because of age limitation, members who are no longer eligible for membership in this class will automatically become a member of the adult class and will pay dues as provided for the adult class of membership, as specified in [Article IV: Membership and Dues](#) of this Constitution and Bylaws.

Section 3. Applications must be properly filled in, signed, and accompanied with the correct amount of membership fee and dues, in full, for the current year.

Section 4. Each applicant, as provided in the official application for membership, agrees, that upon acceptance of membership, he/ she or the relation of the minor, for such minor, agrees to abide by the provisions of the Constitution and Bylaws of this Club.

Article III:  
Safety and Penalties

Section 1. The assigned Event Coordinator shall be responsible for the enforcement of safety rules and regulations at Club activities.

Section 2. The following safety rules apply during all Club arena activities:

- a. Horses shall be tied to hitching rails only. Halters and lead ropes shall be used whenever horses are tied.
- b. Fences shall be off limits for sitting.
- c. Dogs shall be leashed whenever arena activities are in progress.

Section 3: While participating in and LCSC sponsored event, a Jr. Member must be accompanied by their parent, guardian, or a paid adult member in good standing.

Section 4. Firearms are not permitted at any Club meeting, function, event, or activity. Please contact the Asotin County Sheriff's Office (509-243-4717) at least 5 days prior to any Mounted Shooting event.

Section 5. If in the considered opinion of any three or more members of the Board of Directors, any member when on Club grounds or when taking part in a regular Club sponsored activity, shall be seen to consume alcoholic beverages, is unduly cruel to animals or becomes obnoxious or unruly in behavior, that member shall be reported to the Board of Directors at their next regular meeting to consider suspension or expulsion from membership.

Article IV:  
Membership and Dues

Section 1. Dues shall become due and payable yearly on the first day of January.

Section 2. Annual dues are as follows:

- a. Adult class-\$30.00
- b. Junior Class-\$10.00
- c. Family-\$50.00 (A Family constitutes two adults and two or more children living under the same household).

Article V:  
Meetings

Section 1. A monthly membership meeting shall be held within the first fifteen days of each month, at which time all business pertinent to the Club shall be presented.

Section 2. A Board of Directors meeting shall be held monthly and prior to the monthly membership meeting, or as needed. Such meetings shall be called by the President or by not less than three members of the Board of Directors.

Section 3. The President and / or three members of the Board of Directors may call special meetings of the Membership or the Board of Directors, but only such business may be considered for which the meeting has been called.

Section 4. Robert's Rules of Order shall govern this Club and all the proceedings and actions of its Officers and Directors.

Section 5. Each adult and junior member shall be notified of monthly membership or special meetings by telephone, mail, email, or social media.

Section 6. All matters of regular business brought before the meeting shall be decided by a simple majority vote of all members present and voting.

Section 7. No game activity shall be engaged in or sponsored by the Club unless approved by the members as provided in this Article, Section 6.

Section 8. No capital expenditure over \$300.00 shall be contracted for in the name of the Club, with the following exception: Specific expenditures may be authorized by a simple majority vote of the members present and voting at any regular meeting of the membership, or by a two-thirds majority vote of the Board of Directors.

Article VI:  
Elections

Section 1. At the November meeting final nominations for President, Vice President, Secretary, and Treasurer, who will comprise the executive officers and constitute the Executive Committee for the following year shall be made by the general membership and shall be voted on by the general membership at the December meeting.

Section 2. The executive officers are to be elected from the adult class of members and must be in good standing for at least one year prior to their election to office.

Section 3. There shall also be elected at the annual election, three Directors from the adult class of membership and one junior member. They must be in good standing for at least one year prior to their election to office.

Section 4. Directors' terms of office shall be on a staggered basis, so that one adult Director will be elected and serve a four-year term, one adult for a three-year term, one adult for a two-year term, one Junior for a one-year term, so that in each successive year the term of each remaining Director shall have been reduced by one year and a Director shall be elected for a four-year term.

Section 5. The immediate past President shall automatically become and serve as a Director for one year.

Section 6. There shall be a Board of Directors composed of the President, Vice President, Secretary, Treasurer, three adult Directors, one Junior Director, and the immediate past President.

Section 7. If a vacancy should occur on the Board of Directors, his or her successor shall be appointed by the President to serve until the next annual election. Such vacancy may be caused by resignation or absence from three consecutive Board of Directors meetings or from three unexcused consecutive monthly membership meetings.

Section 8. Election of all candidates for office shall be by secret written ballot or show of hands.

Article VII:  
Duties of Officers and Members of the Board of Directors

Section 1. BOARD OF DIRECTORS. The business administration, supervision and general direction of the affairs of this Club shall be vested in the Board of Directors.

- a. They shall audit all duly authorized bills contracted for in the name of the Club.
- b. They shall initiate payment by recommending approval and payment to the members at the next monthly membership meeting.
- c. They shall, through the Treasurer, submit a monthly financial report to the members at the next monthly membership meeting for their acceptance.
- d. At the November meeting, final nominations for officers for the following year shall be made by the general membership and shall be voted on by the general membership at the December meeting.

Section 2. PRESIDENT. The President shall preside at all meetings of the membership and Board of Directors, regular or special, and shall conscientiously perform all duties incident to this elective office.

- a. The President shall appoint any committees that may be deemed necessary or advisable.
- b. In the event of a tie vote at any regular membership, Board of Directors, or special meeting, the President shall cast the deciding vote.
- c. The President shall be an ex-officio member of all committees.
- d. The President shall see that a properly signed receipt for Club property issued to any member is filed with him/her.
- e. The President shall make a report of the inventory and of the Club equipment and properties, (other than real estate), and deliver such report when requested by the Board of Directors.

Section 3. VICE PRESEDENT. In the absence or inability of the President to carry out the duties of his/her office, the Vice President shall act in the President's stead.

- a. The Vice President shall assist the President with the tasks and duties of that office.

Section 4. SECRETARY. The Secretary shall be responsible for the safe keeping of all minutes of the Club which have been placed in the Secretary's care by virtue of this elective office.

- a. The Secretary shall read the minutes of each previous monthly membership meeting, also the minutes of each previous Board of Directors meeting, for the record. The acceptance of the minutes of each of these meetings shall be by their respective memberships.
- b. The Secretary shall act as the Club reporter and keep a roster of all members present at each meeting.
- c. The Secretary shall deliver to his/her successor in office, all records and office equipment that is the property of the Club, within ten days of installation in office.

Section 5. TREASURER. The Treasurer shall keep a record of income and expenditures of all Club monies and have charge of all Club funds.

- a. The Treasurer shall have the responsibility of presenting all authorized bills for audit at the Board of Directors meetings and the monthly membership meetings, for approval and payment.
- b. The Treasurer shall submit a monthly financial report at the Board of Directors meeting, after their audit and to the monthly membership meetings for their acceptance.
- c. The Treasurer shall deliver to his/her successor in office all records and office equipment that is property of the Club, within ten days of installation in office.
- d. All monies received by the Treasurer as income of this Club, shall be deposited in a bank designated by the Board of Directors.
- e. All checks or bank drafts in payment of financial obligations of this Club shall be drawn against the funds on deposit by the Treasurer.

Section 6. GROUNDSKEEPER. The board shall designate one of its members as groundskeeper, who shall have the responsibility for the buildings and grounds.

Section 7. EVENT COORDINATOR. Every Club activity shall have a member, in good standing for at least one year prior to the event, in charge for a single activity or a series of activities.

For the duration of the activity, the Event Coordinator shall:

- a. Ensure the activity is run on time and in an orderly manner, and that the scheduled program is followed.
- b. Be responsible for the enforcement of safety rules and regulations.
- c. Be responsible for the safe keeping and proper use of all equipment and properties of the Club.
- d. Refer any member for misconduct or violation of any Club rule to the Board of Directors for their decision.

#### Article VIII: Quorum

Section 1. A majority of the Board of Directors shall constitute a quorum for the transaction of business at any meeting. The President shall not vote on matters before the Board, unless necessary to constitute a quorum or to break a tie.

#### Article IX: Amendments

Section 1. This Constitution and Bylaws may be revised or amended at any regular or special membership meeting by a two-thirds majority of the members present and voting, provided that notice of such proposed revision or amendment(s) shall have been read at a previous meeting.

- a. A written copy of the proposed revision or amendment shall be mailed or distributed to each member in good standing at least ten days prior to the day of voting thereon.
- b. One notice per family will suffice if those members are in good standing.



Article X:  
Royalty

Section 1. The royalty court must be composed of active male and/or female members in good standing for at least one year prior to the filing of their applications. Contestants must be between 9 to 19 years of age as of January 1 of the current year. A member who has previously served as Queen of this court cannot compete again for any royalty position.

Royalty Contestants will be given a packet that includes:

- a. Royalty Handbook
- b. Application
- c. List of fixed required events
- d. Club Rulebook

Candidates must file their applications with the executive Committee (President, Vice President, Secretary, or Treasurer) or current Board Member on or before August 31 of the current year. Parents and applicants will be required to sign a form that states they are aware of the requirements for Royalty and will abide by them. After the Tryouts the top two, no more than three, contestants will be announced. The Royalty Court will be officially announced at the Club's Fall Omoksee and introduced and crowned at the Club Awards Banquet.

Section 2. The Royalty Tryout judging committee shall be composed of three impartial qualified persons in good standing with the Club. Candidates will be judged on the following:

- a. Application
- b. Riding will be judged in the following categories:
  - a. Quality of riding (correct leads, posture, etc.)
  - b. Performance (control, ability in backing, stopping, reversing, etc.)
  - c. Horse and rider combination (appearance of both, compatibility-leading, mounting, dismounting)

Any ties in scoring will be decided by contestants exchanging horses and repeating numbers 1 through 3 above.

Interview will be judged in the following categories:

- a. Poise
- b. Presentation of answers
- c. Answers

Scoring adheres to the Royalty Handbook.

Section 3. Royalty Tryouts shall be held no later than the 3rd week of September, at the direction of the executive Committee and Judging Committee members.

Section 4. Forfeiting a Title.

Royalty titles may be forfeited if the following occurs:

- a. Royalty uses alcohol or illegal drugs.
- b. Royalty uses profane language or displays inappropriate conduct, including on social media, and/or personal websites.
- c. Royalty abuses any horse (includes drawing blood from excessive spurring or jerking on the bit in anger).
- d. Without a valid or authorized excuse, any member of the royalty court failing to represent the Club at any Club sponsored activity, or failing to represent the Club during introduction of visiting Royalty when visiting another saddle club or rodeo association, shall be considered in default. The Board of Directors shall consider such default sufficient reason for forfeiture of Title. This replacement may be from one of the last eliminated royalty candidates.

All royalty attire, tack or incidentals purchased with royalty funds will be required to be returned to the Club in the event of a title being forfeited. If items cannot be returned, the Royalty member shall reimburse the Club at cost.

Section 5. The Royalty Chaperone must be a member in good standing and approved by the Board of Directors. The Chaperone will be under the direction of the Board. The Chaperone must not be a parent of any of the current royalty. Any unresolved situations between chaperone, Royalty court and /or parents shall be taken to the Board for resolution.

If the Chaperone is unable to attend an event, he/she may designate a substitute approved by the Board of Directors.

Section 6. Following is a list of required (but not limited to) events for the Club Royalty:

- a. Asotin County Fair, Parade, and Rodeo
- b. All Lewis Clark Saddle Club events and meetings, clean up days, etc.
- c. Lewiston Roundup Parade and Rodeo
- d. Idaho State Omoksee
- e. ISCA Spring Roundup
- f. Veteran's Day Parade
- g. Clarkston Christmas Parade
- h. Asotin Christmas Parade

#### Article XI: Club Colors

Section 1. Standard colors of this Club shall be red on a white background.

Section 2. Parade attire shall be long-sleeved western button-down shirts, dark blue jeans with no holes or factory or other destructions), a western hat or helmet, and riding boots.

Section 3. Any member who presents themselves out of uniform at a Club sponsored parade may be refused permission to take part at the discretion of the Royalty Chaperone, Event Coordinator, or Board member.

