

2014 Updated
BY-LAWS OF THE MAINE QUARTER
HORSE ASSOCIATION

The Association was founded in 1970 and incorporated by the State of Maine on June 5, 1973. The corporate records are recorded in the Penobscot County Registry of Deeds, Volume 2373, Page 103.

ARTICLE I: NAME

The name of this Association shall be the "Maine Quarter Horse Association", and it shall at all times be operated and conducted as a non-profit Association in accordance with the laws of the State of Maine.

ARTICLE II: OBJECT

The purpose of this Association is to promote the American Quarter Horse, as a breed, in any and all matters such as they may pertain to the history, breeding, exhibition, publicity, sale, racing, or improvements of the breed within the State of Maine.

ARTICLE III: MEETINGS

All meetings, general membership and board, shall be conducted by Roberts Rule of Order.

Section A The membership year shall be the same as the fiscal year of the Association: shall begin on January 1 and end the following December 31 of each year.

Section B The regular Annual Meeting of the Association for the election of officers, directors, and for the transaction of such other business as may come before the meeting shall be held during either January or February, at such time and place as designated by the Directors. At least a ten (10) day notice of such meeting shall be given to each member in good standing.

Section C Special membership meetings may be called at any time and place, by the President, by a majority vote of the Board of Directors, or by notice signed by not less than twenty percent (20%) of the members. Notice of such Special Meetings should indicate the purpose of said meeting and shall be given in the same manner as provided with respect to notice of the Annual Meeting.

Section D A quorum of Officers and Directors shall constitute a quorum for meetings.

ARTICLE IV: MEMBERSHIP

All persons who are interested in Quarter Horses and the objectives of this Association shall be eligible for membership with full voting and other privileges provided they are qualified under such rules and regulations as the Board of Directors may from time to time make. Any member shall be expelled for violation of these rules. ONLY MEMBERS IN GOOD STANDING SHALL BE ENTITLED TO VOTE AT

MEETINGS OF THIS ASSOCIATION OR HOLD OFFICE HEREIN. Good Standing is defined as a member who has paid their annual dues. The Membership year is January 1st through December 31st annually. Dues shall be assessed by the Board of Directors. Memberships shall be of two categories: Annual and Life Membership.

Section A: Annual

1. Individual Annual Membership: Shall mean a person 19 years old and older, on January 1. Dues are as posted.

2. Family Membership: Shall mean couple and children age 18 and under as of January 1st of the current year who reside in the same household. Dues are as posted.

3. Junior Membership: Shall mean any person 18 years or younger on January 1 and who is a paid up member of the Maine Junior Quarter Horse Association. Dues are as posted.

Section B: Lifetime

1. Life Membership: Any person or persons eligible for categories A or B above shall become a life member upon payment of a single fee.

ARTICLE V: OFFICERS

The Officers of the Association shall consist of a President, a First Vice-President, a Second Vice-President, a Secretary and a Treasurer. The officers shall be elected annually by the members and shall take possession of the office at the conclusion of the annual meeting at which they are elected. The Officers shall be voting members of the Board of Directors and shall have the same powers and duties as all other members of the Board. All officers shall be residents of the State of Maine. Section A Officer Qualifications:

1. All officers shall be current adult members of the Association.
2. The Presidential and Vice Presidential nominees should be members of the current Board of Directors.

Section B: Duties

1. President: The duties of the President shall be to preside over all meetings of the Association and all meetings of the Board of Directors; to appoint all Committees deemed necessary by the Board of Directors; to call Directors and/or membership meetings as are necessary; to sign, with the Secretary or Treasurer, all contracts and obligations of the Association unless otherwise authorized by the Board of Directors; and shall be an Ex-Officio member of all Committees of the Association except the nomination committee. The immediate past President, shall serve on the Board of Directors as a Director-At-Large for a period of four years.

2. Vice-Presidents (First and Second): The Vice-Presidents shall perform all duties imposed on him/her and have all the powers conferred upon the President when, for any cause, the President is unable to act. If the President and Vice- Presidents are absent or unable to act, the Board of Directors shall designate any one of its members

to act as President and he/she shall have the full powers of the President. The order of succession shall be from President to First Vice-President to Second Vice-President.

3. Secretary: The Secretary shall give at least a ten (10) day notice to the membership of any membership meetings and a seven (7) day notice to all directors of Directors' Meetings; shall take minutes of such meetings; shall keep all records and correspondence of this Association; and shall perform such duties as the Directors may from time to time assign.

4. Treasurer: The Treasurer shall collect all monies due this Association; shall have the care and custody of, and responsibility for such monies-these to be deposited in the name of this Association in a bank designated by the Directors; shall keep proper books of account showing the disposition of such monies as may pass through his/her hands; and shall make a full financial report at each annual meeting covering the preceding fiscal year and a financial report to the Board of Directors at each board meeting and as requested.

5. Executive Committee: There is hereby created an Executive Committee to consist of the current Officers and the immediate past president. The duties of the Executive Committee are limited to consulting on matters that need immediate attention. The Executive Committee shall not be empowered to take permanent action on any item, but shall make a recommendation to the full Board for their action.

ARTICLE VI: DIRECTORS

The Board of Directors shall consist of nine (9) members from the State of Maine, elected for a three (3) year term each, plus the Officers and a maximum of three (3) Director's-At-Large. Director Emeritus may be elected after serving as an Officer and/or Director for 10 consecutive years. This Directorship shall be a voting position for life and will not be subject to the rules of attendance. Directors should be members of the Maine Quarter Horse Association for at least one year prior to their nomination. The Directors shall be elected, by the Association membership, at the annual meeting. Its Board of Directors shall manage the affairs of the corporation.

The Board shall have management and control of the property and of the affairs of the corporation, and shall have all of the power that may be exercised by a Board of Directors, pursuant to law, and subject only to these by-laws.

The powers, duties, and responsibilities of the Board of Directors are as follows:

Section A The Board shall oversee the Maine Quarter Horse Association and always act for the betterment of it. The Directors will be expected to operate under normally accepted ethical policies pursuant to the guidelines set forth by the Maine Attorney General for non-profit corporations.

Section B The Board shall meet with the President on matters involving finances and rule violations and such other matters as the Board deems necessary.

Section C The Board shall have the power to appoint, until the next regular annual

meeting, person(s) to vacated or unfilled offices or newly formed offices.

Section D Each member of the Board shall attend meetings called by the President, and shall be dismissed as a member of the Board if he/she should miss two (2) meetings unexcused in a membership year. Absences will be considered excused if the member contacts the President or Secretary prior to the meeting.

Section E At all meetings of the Board of Directors, the attendance of a simple majority of any number of directors and officers shall constitute a quorum.

Section F The Directors shall keep the President and/or BOD informed at all times of all association business and activities.

Section G Meetings of the Board of Directors shall be held in a central location, or via teleconference (or other technology that may become available). Face to face meetings will be considered as the first option; teleconference meetings will be considered a second option.

Section H The Directors shall have the power to make and enforce rules and regulations governing the Association.

Section I The Directors shall have the power to censure or expel any member of this Association for action of a derogatory nature to the Association subject, however, to a hearing before the Board of Directors. In order to obtain a hearing, the member must request same in writing, within ten (10) days of his/her written notification from the Board.

Section J The Directors shall have the power to ensure that all show activities run by MeQHA, not falling under the authority of AQHA, are governed by the same rules and regulations as would apply to AQHA classes. If any monies are paid to persons found to have violated these rules, the Directors, after conducting a hearing, shall have the power to demand the return of said monies. Any costs accruing to the Association in affecting this return, shall be borne by the person(s) to whom the money was paid.

Section K MeQHA seeks to remain fair and consistent handling of all cases of disciplinary action. MeQHA will therefore, weigh carefully all circumstances before initiating any disciplinary action. The Board shall have the power to revoke or suspend, from MeQHA activities and events, the showing privileges of the horse/individual(s) involved in disciplinary action for a period of up to one calendar year from the date of the final decision. In all instances, the Board will follow the current AQHA Handbook and shall have the powers granted to the AQHA Executive Committee.

ARTICLE VII: COMPLAINTS

Complaints relative to any MeQHA activities shall be addressed following the procedures outlined below:

Section A All complaints shall be sent to a member of the MeQHA Executive Committee, which in turn, will be forwarded to the Committee Chair.

Section B All complaints MUST be in writing and be received with five (5) working days of said violation and accompanied by a check for \$25.00. The check will be refunded if the complaint is found to be valid.

Section C Upon receipt of the complaint, the MeQHA Executive Committee shall review and notify person(s) named in said complaint within fifteen (15) days.

Section D A date for a hearing will be set by the Executive Committee upon a written request from the member the complaint is about.

Section E The object of all hearings is information only. They are to be informal in nature, so that the Board can make a fair and just decision based on the facts presented. All hearings will be held in executive session with a quorum of the Board present. Only Board members and invited parties shall be in attendance.

Section F Only Board members attending the hearings may participate in the decision.

Section G Upon the decision of the Board, the person(s) in question will be notified of the decision taken by the Board.

Section H All violations of AQHA rules will be referred directly to AQHA.

ARTICLE VIII: COMMITTEES

The purpose of the committees is to perform the work associated with each specific committee to present to the board. Committee reports shall be presented to the board in writing prior to each board meeting. Each committee will also present an annual report in writing to the association Secretary or President at least ten days prior to the annual meeting for inclusion in the Annual Meeting Report. All committees shall come under the Rules of this Association. All Committee appointments will be done by the President. At the annual meeting, all current directors and officers will complete a form which will indicate their committee interest. A separate form will also be handed out to the general membership for the same purpose. Unless otherwise designated by the Directors, committee appointments shall be for one (1) fiscal year. All such Committees shall have a Chairman, appointed by the President, and at least three (3) members. In no instance shall the total number serving on a Committee exceed nine (9).

Section A The Standing Committees shall include but not be limited to the following: Recreational Riding, Show, Year-End Awards, Finance, Ranch Horse, Banquet/Annual Meeting, Membership

Section B Ad-Hoc-Committees can be created when deemed necessary by the President with approval of the board.

Section C The President will appoint coordinators for the following programs including but not limited to: Website, Facebook, JMH, Western Dressage, Dressage, JH Memorial Scholarship?

Recreational Riding: plan implement and coordinate recreational riding activities including but not limited to: fun show, trail rides, trail challenges, versatility programs and trials, saddle-up Maine

Show: plan implement and coordinate all aspects of any AQHA approved shows and open shows with quarter horse classes.

Membership: to plan implement and coordinate all activities related to recruiting members, growing the membership, education of new members, membership packet

Ranch Horse: to plan, implement and coordinate all activities in the promotion of the Ranch Horse Program.

ARTICLE VIII: Indemnification Clause goes here

ARTICLE X: Dissolution Statement goes here