



**By-Laws of the  
Islip Horsemen's Association, Inc.**

# *Islip Horsemen's Association, Inc.*

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## **Welcome to the Islip Horsemen's Association**

The Islip Horsemen's Association (IHA) was founded in 1970 and was incorporated in 1971. The purpose for which the corporation was founded was to promote the health and welfare of horses; to present information of interest to horse owners; to encourage group activities; to promote opening, restoration and maintenance of trails; to lend support wherever necessary for the protection of the rights of horse owners, riders and horses; to promote good relations in the community directed to the understanding of mutual problems and their equitable solution; to educate its members and the community at large in the maintenance, care, housing and treatment of horses; to educate its members in the art of horsemanship and in all other allied activities; and to generally foster and promote good horsemanship and ownership. With the time and effort of our membership, IHA has come a long way since then. Our shows have expanded in number of classes, as well as participants and we have been able to put on more shows each year, as well as working with the Town of Islip Horse Ordinance.

The IHA has several other activities besides its horse shows: the IHA Youth Group, trail rides, equestrian clinics, trips to Equine Affaire, participation in holiday parades, The Spirit of Long Island Mounted Drill Team, the Annual Awards Dinner Dance and an annual swap meet.

Our monthly meetings sponsor guest speakers, movies, slides and other educational programs for the experienced horse owners as well as the novice.

We have many members who are educated horse owners who are willing to share their experience and help any member interested in getting the most out of horse ownership.

Anyone interested in joining the Association, whether it be to attend meetings and learn about horse care, to be eligible for year-end awards, join the Spirit of Long Island Drill Team or just to receive our monthly IHA Newsletter, write:

Islip Horsemen's Association  
P.O. Box 39  
East Islip, NY 11730

# ***General Rules and Regulations***

1. Refer to appropriate prize book in your discipline for show general rules, division and class requirements, entry fees and End of Year Award Requirements.
2. Judge's, show committee chairpersons' and timer's decision are final.
3. The horse show committees reserve the right to refuse entries from any person deemed ineligible to ride.
4. No stallions will be permitted at any IHA-sanctioned event.
5. Any person treating any animal in an inhumane manner or anyone not obeying regulations will be asked to leave the show grounds. No refunds will be given.
6. All participants enter and ride at their own risk and shall not hold IHA, the show committee, or any affiliates of the County of Suffolk Department of Parks, liable for any injury to rider or horse during, or in connection with, the show.
7. No horses are permitted in designated spectator areas.
8. For safety of horse and rider, there shall be no congregating at the entrance gate to the rings.
9. Outside offenders will be dealt with by the Suffolk County Park Commission or Show Ground officials.
10. Protests must be lodged the day of the show, and in writing, with the show manager or Committee Chairperson. All decisions of the show manager or committee chairperson will be *FINAL* and a written answer will be forwarded to the person lodging the protest, if necessary. In the event of the question regarding interpretation of written rules, the Board of Directors shall decide on the original intent of the rule and the Board's decision shall be final.
11. Proof of a negative Coggins test may be required, pursuant to New York State Law.
12. There will be a \$25.00 dollar processing fee for any returned checks.
13. The Islip Horsemen's Association shall not be held liable or be in any way responsible for services or equipment volunteered by members or non-members. This includes damage, loss, theft or repairs of any sort.
14. No alcoholic beverages are permitted at IHA-sponsored Events.

# ***Competitive Point System***

The amount of points earned in a class depends on the number of riders who have paid and entered the ring. Below is a chart that will most easily describe the point system:

	<b>1<sup>st</sup> Place</b>	<b>2<sup>nd</sup> Place</b>	<b>3<sup>rd</sup> Place</b>	<b>4<sup>th</sup> Place</b>	<b>5<sup>th</sup> Place</b>	<b>6<sup>th</sup> Place</b>
6 Riders Points Earned	7	5	4	3	2	1
5 Riders Points Earned	6	4	3	2	1	
4 Riders Points Earned	5	3	2	1		
3 Riders Points Earned	4	2	1			
2 Riders Points Earned	3	1				
Dressage	Placings are awarded by highest judge's scores					

\*Rule regarding two (2) riders in a class may vary for each discipline. Refer to discipline's prize book for rules and regulations.

# ***By-Laws of the Islip Horsemen's Association***

*A corporation existing under the Laws of the State of New York under the provisions of Section 501(c)7 of the Not-For-Profit Corporation Law*

## **Article I Name**

The name of this organization shall be Islip Horsemen's Association, Inc.

## **Article II Offices**

- A. The principle office of the Association shall be in the Town of Islip, Suffolk County, New York.
- B. The Association may also have offices at such other places as the Board of Directors may from time to time determine or the business of the Association may require.

## **Article III Purpose**

- A. The purpose of the Association is to promote the health and welfare of horses; to present information of interest to horse owners; to encourage group and family activities; to promote opening, restoration and maintenance of trails; protect the rights of horse owners and riders; and to promote good public relations in the community directed toward understanding of mutual problems and their equitable solution.
- B. The motto of the Association shall be "Good Horsemen Make Good Neighbors."

## **Article IV Fiscal Year**

The fiscal year shall run from January 1<sup>st</sup> through December 31<sup>st</sup>. This is for bookkeeping purposes only.

## **Article V Meetings**

- A. There shall be a general membership meeting held on the fourth (4<sup>th</sup>) Tuesday of every month (with the exception of certain months) during the year. Notification for general membership meetings shall be posted in the IHA newsletter, on the IHA social media page and on the IHA website. Notices shall include the date, place and time as the Board of Directors shall authorize. Notification of meetings shall state whether it is a general or special meeting. If a special meeting is called, the notice shall state the purpose for which the meeting is being called and business transacted at the special meeting shall be confined to the purpose in the special meeting notice.

- B. Special meetings of members for any purpose may be called by resolution of the Board of Directors, or at the request, in writing, of a member or members directed to and approved by the Board of Directors. Such request shall state the purpose or purposes of the special meeting.
- C. There shall be a general membership meeting held in the month of October or November in each year which shall be known as the Annual Meeting for Election of Officers, receiving annual reports of Officers and Committees and for any other business that may arise.
- D. Quorum. At any general membership or special meeting duly called, a simple majority of members in good standing present and voting at such meeting shall constitute a quorum and may transact any business of the meeting for which a vote is required.

## **ARTICLE VI**

### **Order of Business**

- A. Call the meeting to order
- B. Reading of the minutes of the previous meeting
- C. Treasurer's report
- D. Communications and notices received
- E. Reading of reports and statements
- F. Old Business
- G. New Business
- H. Adjournment

## **Article VII**

### **Members**

- A. Every person who subscribes to and supports the objectives of the Association may become a member upon application to the Membership committee and payment of dues, which shall constitute the person(s) to be a member(s) in good standing.
- B. Resignation. Any member may withdraw from the Association after fulfilling all obligations to it by giving written notice of such intentions to the Recording Secretary, which notice shall be presented to the Board of Directors at the first meeting after its receipt.
- C. Every member in good standing who is eighteen (18) years of age or over shall enjoy full voting privileges of the Association, except in state mandated legal affairs.
- D. Each member in good standing who has not reached the age of eighteen (18) years shall be eligible to be a member of the Youth Group and shall enjoy all privileges of the Association.
- E. The Board of Directors may designate certain individuals as Honorary Members with the approval of the membership by secret ballot. Any Honorary Member is a Non-Voting member who may still enjoy all the privileges of the Association without paying dues.
- F. No member shall profess to represent the Islip Horsemen's Association in any matter without the prior approval of the Board of Directors. Such an act shall be grounds for immediate dismissal.
- G. Suspension, Expulsion or Impeachment. A member or honorary member may be suspended or expelled from the Association, or an Officer or Board Member may be impeached, for violation of the By-Laws or for conduct prejudicial to the best interests of the Association. This action

may be taken by vote of the Board of Directors provided a statement of charges shall have been mailed by certified mail, return receipt requested, to the member at their last recorded address at least fifteen (15) days before final action is taken. The mailed statement shall give notice of the time and place where the Board of Directors is to meet and take final action. The member shall be given an opportunity to present a defense at the time and place mentioned in such notice.

## **Article VIII**

### **Board of Directors**

- A. The business of this Association between meetings shall be managed by its Board of Directors that may exercise all such powers of the Association and do all such lawful things as are required to be exercised or done with the exception of extraordinary expenditures or agreements which must be presented to the general membership. Meetings of the Board of Directors shall be held on the third (3<sup>rd</sup>) Monday of each month at a time and place designated for such meeting and shall be hosted by a Board member on a rotating basis. At least six (6) Board members are required to establish a quorum to conduct the business of the Association.
- B. The Board of Directors shall consist of the President, 1<sup>st</sup> Vice President, 2<sup>nd</sup> Vice President, Recording Secretary, Treasurer, Coordinating Secretary and Newsletter Editor, and there shall be four (4) Directors selected from the membership., one of whom shall be elected Advisor of the Youth Group, who shall vote, by proxy, for the Youth Group.
- C. The Board of Directors shall meet at least once in each quarter of the business year, and at such additional times as it deems advisable.
- D. The Board of Directors shall have the power to appoint or replace all committee chairmen.
- E. The Board of Directors shall fill vacancies in its own membership and any other elected office until such vacancy shall have been filled at the next annual election.
- F. The Board of Directors shall have the authority to sell or purchase any and all property to be used in the conduct of the Association business. Any purchase over the amount of seven hundred and fifty (\$750.00) dollars shall require approval by a simple majority vote of the membership present and voting at such meeting pursuant to Article V(D).
- G. At least one (1) Board of Director shall be on a show committee. All Board members should participate in all IHA activities and special events (i.e., clinics, ride-ins, fundraisers, etc.).

## **Article IX**

### **Officers and Directors**

- A. The Officers of the Association shall be the President, 1<sup>st</sup> Vice President, 2<sup>nd</sup> Vice President, Recording Secretary, Treasurer, Coordinating Secretary and Newsletter Editor, each of whom must be eighteen (18) years of age or older.
- B. The Officers and, on alternate years, the Directors of the Association, shall be elected for a term of two (2) years at every other annual meeting and shall hold office for two (2) years or until their successors are chosen and qualify in their stead, with the exception of the Youth Group Advisor, which shall be held for a term of one (1) year. If the office of any Officer or Director becomes vacant for any reason, the vacancy shall be filled by the Board of Directors. The same person may hold no Officer or Director position for more than three (3) consecutive terms.

C. Officers and Directors who miss three (3) or more meetings without "just cause" are subject to dismissal from office by the Board of Directors.

D. Officers' and Directors' duties are as follows:

**President**

The President shall be the principal officer of the Association and preside at all meetings of the Association and the Board of Directors; he/she shall perform such duties usual to the office and be ex-officio member of all committees except the Nominating Committee.

**1<sup>st</sup> Vice President**

The 1<sup>st</sup> Vice President, in the absence or disability of the President, shall perform the duties and exercise the powers of the President and shall perform such other duties as the Board of Directors prescribes. He/She shall assist the President in such duties as the President will assign.

**2<sup>nd</sup> Vice President**

The 2<sup>nd</sup> Vice President in the absence of the 1<sup>st</sup> Vice President shall perform his/her duties and perform such duties as the Board of Directors shall prescribe. The 2<sup>nd</sup> Vice President shall assist the 1<sup>st</sup> Vice president in his/her duties.

**Recording Secretary**

The Recording Secretary shall attend all sessions of the Board and all meetings of the members and record all votes and the minutes of all proceedings in a book to be kept for this purpose.

**Treasurer**

- a. The Treasurer shall have custody of the Association funds and keep a full and accurate account of receipts and disbursements in books belonging to the Association and shall deposit all monies and other valuable effects in the name and to the credit of the Association in such depositories as may be designated by the Board of Directors. He/She shall render to the President and Directors at regular meetings of the Board, or whenever they may require it, an account of the financial condition of the Association. The Treasurer's account shall be examined annually by a certified public accountant who, satisfied that the Treasurer's Annual Report is correct, shall sign a statement of that fact at the end of the report.
- b. Bills of sale and receipts for all property of the Association shall be held by the Treasurer in the name of Islip Horsemen's Association, Inc.

**Coordinating Secretary**

The Coordinating Secretary shall be responsible for all scheduling, planning and cancelling of board, general and special meetings.

**Newsletter Editor**

The Newsletter Editor shall give or cause to be given notice of all meetings of the Association to the members in writing through a monthly newsletter.

## **Youth Group Advisor**

The office of Youth Group Advisor shall be a one (1) year term. The purpose of the Youth Group Advisor is to oversee the Youth Group and to advise in such matters as horse shows, outings, etc.

## **Three Board Members**

Three (3) Board Members shall be elected from the general membership, whose duties shall be delegated by the Chairman or President as to the needs of the Association.

## **Article X**

### **Election of Officers and Directors**

- A. Election of Officers and Directors shall be held at the annual meeting in October or November for which due notice shall be given. Election to each office shall be by a simple majority vote representing a quorum pursuant to Article V(D) of those present and voted by ballot.
- B. Any current Officer or Director may run for another position and if defeated will still maintain their current position. If elected, their vacant position will be filled by the board.

## **Article XI**

### **Finance**

- A. The fiscal year shall commence from January 1<sup>st</sup> and end December 31<sup>st</sup>.
- B. All checks or demands for money of the Association shall be signed by the Treasurer, or in case of his/her absence or disability, the President of the Association.
- C. All Monies received from any activity or function must be deposited with the Treasurer of the Association.

## **Article XII**

### **Committees**

- A. There shall be a Membership Committee, Program Committee, Nominating Committee and Election Committee whose chairman may be designated by the Board of Directors.
- B. There shall be such special committees as the Board may, from time to time, deem necessary to carry out the purpose of the Association, the Chairman of which shall be designated by the Board, the term of which shall be at the discretion of the Board.
- C. Chairpersons of all committees shall report all changes to the Board for approval as required and may report to the Association at each general meeting.
- D. Chairpersons of standing committees shall serve from time of appointment until the next ensuing annual election meeting.
- E. Vacancy in the Chairpersonship of a committee shall be filled by the appointment of the Board of Directors.

## **Article XIII**

### **Dues**

- A. Annual Dues shall be posted on the current membership application. Membership of the Association shall be available as a Family Membership, Individual Membership for those age eighteen (18) and older, and Youth Membership for those under the age of eighteen (18).
- B. Dues are payable upon admission to the Association and yearly thereafter on January 1<sup>st</sup>.

## **Article XIV**

### **Amendments to By-Laws**

- A. By-Laws may be amended at any general or special membership meeting for which due notice shall have been given, provided the proposed amendment shall have been introduced at the prior meeting and set forth briefly in the notice of such general or special membership meeting. Such amendment or amendments shall be made and approved by a simple majority vote of members in good standing present and voting at such meeting representing a quorum pursuant to Article V(D).

## **Article XV**

### **Parliamentary Authority**

- A. Islip Horsemen's Association By-Laws shall be the authority governing the Association's meetings, Board meetings and Committee meetings. Unless otherwise stated, refer to the Roberts Rules of Order Revised.
- B. A Parliamentarian may be selected by the President to assist him/her in their duties as the presiding officer.

## **Article XVI**

### **Unsportsmanlike Conduct**

- A. Conduct by judges, IHA members and non-members, volunteers, exhibitors, trainers, owners (and their representatives), spectators and all other persons present on the show grounds or in show facilities shall be orderly, responsible, sportsmanlike, courteous and respectful. Direct abusive and threatening conduct while on the show grounds will not be tolerated and the offending person(s) may be asked to leave the show grounds in order to preserve the decorum of the show.
- B. A violation of either of these rules will first result in a written warning from the show committee to the party(ies) involved in the initial violation, which shall also be forwarded to the IHA Board, within five (5) days of the incident; a second violation of these rules will be brought to the IHA Board for review and any action will be left up to their discretion, which may include but not be limited to removal of points earned on the date of the incident, disciplinary action and/or suspension from IHA club activities for a period of time to be determined by the IHA Board.