

United Horsemen of the Carolinas

OFFICIAL BY-LAWS

2018 Board of Directors:

President: Ronnie Pope (term expires 2018)

Vice President: Nancy Barbee (term expires 2019)

Secretary: April Tanner (term expires 2018)

Treasurer: Michelle Pope (term expires 2018)

Points Secretary: Celeste Gothorp (term expires 2019)

2018 Adult Directors

Erin Whitfield (term expires 2018)

Jesse Andrews (term expires 2018)

Kendall Morrison (term expires 2018)

Scott Robinson (term expires 2018)

Charles Daniel (term expires 2019)

Jessica Robinson (term expires 2019)

2018 Youth Advisor

Molly Stanfield

ARTICLE I

Sec. 1 Name

This organization shall be known as the United Horsemen of the Carolinas, a nonprofit organization that is maintained by dues, and revenue resulting from club activities and gifts.

Sec. 2 Authority

- a. These By-laws are the rules and regulations governing the United Horsemen of the Carolinas.
- b. The affairs, activities and business of the club shall be conducted in the manner hereinafter described.
- c. It shall be a condition of membership that every member be governed by these By-laws in the conduct of all affairs, activities and business of the United Horsemen of the Carolinas, also known as UHC.

Sec. 3 Purposes

- a. Encourage and promote equine-related activities, including the exchange of knowledge, experience or common interests, and to provide social interaction for members.

ARTICLE II

Meetings, Elections and Voting

- a. Notice of regular monthly business meetings of the board shall be in writing via the newsletter, website and may indicate the nature of the business to be transacted at the meeting.
- b. The business of the meetings of the club not herein specifically provided for shall follow Robert's Rules of Order.
- c. Any UHC member in good standing and was a full, current year member (must have become a member on/before first show date), is eligible to run for a position on the board. Any member may nominate themselves or any other member with prior consent of other member. Any member nominated from the floor must provide prior consent to being nominated. Annual voting to take place at the October open membership meeting.
- d. For voting purposes, a quorum of 2/3 majority vote of the board of directors is required. The majority vote rules unless otherwise stipulated in these By-laws. The following forms are acceptable: written ballot or show of hands. Only votes from identified voters will be accepted. All votes will be kept confidential.
- e. Open membership meetings are to be held bi-monthly and notification of dates must be included on the show calendar.

ARTICLE III

Sec. 1 Officers and Their Duties

- a. The Officers of the club shall be President, Vice President, Secretary, Points Secretary, Treasurer, and Membership Secretary, elected by the membership. Each Officer is a member of the Board of Directors.
- b. The President shall preside at all meetings of the club. He or she shall act as Chairman of the Board of Directors and as executive head of the club in enforcing the provisions of these By-laws. The President shall perform all the duties customary to the office.
- c. The Vice President shall report to the President and shall, in the absence or disability of the President, perform all the duties of the President. The Vice President shall also be responsible for regular meeting sites and programs.
- d. The Secretary shall record minutes of business and board meetings and provide them to the board of directors at each monthly meeting. The Secretary shall also keep such records and files as may be required for a period of five years.
- e. The Points secretary will keep a record of all points earned throughout the show season. He/She must maintain a file of original class sheets and judges' cards. If the original cannot be retained, then he/she must keep a record of the 1st to 5th places for each class. He/she will provide webmaster with current point standings to be added to the website.
- f. The Treasurer shall receive, collect and deposit in the name of United Horsemen of the Carolinas, all monies in a financial institution as designated by the Board of Directors. He or she shall pay all bills and expenses incurred by the club. The Treasurer shall provide a monthly financial report to the Board of Directors at each monthly meeting. He or she shall maintain books, records, ledgers, statements and reports of the financial condition of the club, including assets and liabilities, disbursements of its funds, and a dues list for a period of five years.
- g. The Membership Secretary shall receive all membership monies and applications. The Membership Secretary shall submit all monies received to Treasurer. The Membership Secretary shall maintain a list of all members using Microsoft Excel. The Membership Secretary shall present each membership to the Board of Directors at each monthly meeting. He/she must make membership list available to board upon request. He/She must maintain membership applications for the period of five years.
- h. An officer may be removed from office by vote of the board with ALL BOARD members present and 51% vote.
- i. UHC Officers and Board Members, but not general members, may not hold a Board position with any other open horse club/association, excluding Breed Associations.

Sec. 2 Board of Directors

- a. The Board of Directors of this club shall consist of the officers, with a minimum of 6 and no greater than 10 adult directors.
- b. The Board's duties will consist of the formation of policies and plans to further the best interests of the Club. The Board shall have the power to transact business of the club between regular monthly meetings.
- c. The Board shall have the authority to appoint committees, designate agents, conduct audits, establish budgets and authorize club expenditures. Voting on Board issues requires a majority rules vote. The Board shall conduct all business in a manner prescribed in these By-laws.
- d. In the event of the death or resignation of a member of the Board, the President will nominate someone to fill that position with approval from the board, as a replacement of said person to serve the unexpired term of the vacated position on the Board.

Sec. 3 Membership

- a. The club shall be composed of an unlimited number of members.
- b. Membership shall be given upon payment of stipulated annual dues and approval by the board.
- c. Annual dues for each member shall be an amount determined at the beginning of each show season by the Board of Directors. Dues paid between November 1 and December 31 will be considered paid for the following year.
- d. Membership expires each year as of December 31.
- e. Each single membership entitles to that member, regardless of age, one vote in club affairs and in the election of officers.
- f. A family membership is entitled to two (2) votes.
- g. Any member may terminate his/her membership at any time by resignation in writing, delivered via standard mail or email. Dues will not be refunded.
- h. Members who, by any act or omission of any act, bring discredit or disfavor upon this club or who willfully violate these By-laws, or in any way by their actions prove harmful to the club, the objects, purposes and policies of the club or the members therein, shall be subject to expulsion from the club. This requires a 51% vote of the Board and ratification by a 51% vote of the members present at the next general meeting of the club called for that purpose, at which a quorum must be present.

ARTICLE IV

Other Club Positions

- a. Newsletter: The Newsletter Editor shall prepare a monthly published newsletter covering business and activities of the club. The newsletter shall be distributed to club members via email and the UHC website no later than 10 days prior to the next business meeting. If you do not receive your newsletter in your email box, please access the website.
- b. Webmaster: The Webmaster shall maintain the club's website and update it in a timely manner.

ARTICLE V

Expenditures

- a. Any expenditure for UHC should be approved by President or Vice President if needed between board meetings.**

ARTICLE VI

Dissolution of the Club

Should the United Horsemen of the Carolinas be dissolved, any funds in the treasury or other property owned by the club shall be donated to another horse related non-profit organization(s), to be voted on at the final business meeting.

ARTICLE VII

Amendment of the By-laws

- a. These entire By-laws shall be reviewed periodically at intervals not to exceed five years, by a committee appointed by the Board of Directors for this purpose. Suggestions from members to the committee must be made in writing and submitted in a timely matter.**

Last revised: February 18, 2018