

## SHASTA CHAPTER BY-LAWS

### **ARTICLE I NAME**

The name of this organization shall be the Shasta Chapter of the California Dressage Society.

### **ARTICLE II PURPOSE**

The purpose of this organization shall be educational and shall be designed primarily to offer a framework in which individuals can progress with the schooling of themselves and their horses. Activities offered by our chapter shall be directed toward a better general understanding of Dressage in accordance with the guidelines set forth by the California Dressage Society.

### **ARTICLE III MEMBERSHIP**

Membership shall consist of of all members of the California Dressage Society living within the geographical area designated by the state organization as comprising Shasta Chapter.

### **ARTICLE IV ELECTION OF OFFICERS**

Section 1. Officers shall be elected by a majority vote of all members who shall be polled by mail.

Section 2. All active members in good standing shall be entitled to one vote each.

### **ARTICLE V OFFICERS AND DUTIES**

Section 1. President - The president shall prepare the agenda for and president over all meetings of the chapter. Subject to the approval of the members present, he/she shall make all necessary appointments.

Section 2. Vice President - The vice president shall preside over the meetings in absence of the president. He/She will be responsible for acting as liaison between all committee chairs, appointed by the president, and the chapter. He/She will give the committee report in the absence of the committee chair.

Section 3. Secretary - The secretary shall attend to all correspondence of the chapter. He/She shall take minutes at all meetings and mail or E-mail them to members on the mailing list.

Section 4. Treasurer - The treasurer shall handle all funds received and paid out by the chapter. He/She shall have all checks countersigned by the president of another co-signer. He/She shall keep a complete record of all financial transactions and be ready to make a report on the financial status of the chapter at all times. He/She shall file the annual financial report required by the state organization to the state treasurer by the appropriate time.

Section 5. Area Chair - The area chair shall encourage and organize educational activities for members interred in improving their riding abilities and their horses. He/She shall also be responsible for reporting to chapter members educational opportunities outside of our chapter.

Section 6. Directors - Directors shall attend all board and general meetings.

### **ARTICLE VI BOARD OF DIRECTORS**

Section 1. There shall be an advisory board composed of the above officers and the two directors elected at large.

Section 2. The function of the board shall be to submit recommendations at the regular meetings, and to vote on changes to the standing rules.

### **ARTICLE VII MEETINGS**

Section 1. The chapter shall meet not less than 6 times per year.

Section 2. A quorum shall consist of 9 members, 3 of whom must be officers.

Section 3. Any member unable to attend a meeting may submit in writing his opinion or vote on a given issue.

### **ARTICLE VIII COMMITTEES**

There shall be such standing and temporary committees as are deemed necessary to carry on the work of the chapter.

### **ARTICLE IX MEMBERSHIP INITIATIVE**

Section 1. Whenever 10% of members indicate by written request to any of the officers that any action be taken or that any action taken be discontinued, the officer shall have such request submitted to the membership of the chapter by mail.

Section 2. If ballots are returned by at least 50% of the membership, and if a majority of the ballots returned declare approval of such a request, it shall be fulfilled by the chapter.

### **ARTICLE X AMENDMENTS**

Section 1. These By-Laws may only be amended by a mail vote of the entire chapter membership.

Section 2. A two-thirds majority of the ballots returned is required to change these By-Laws.

### **ARTICLE XI PARLIAMENTARY AUTHORITY**

Robert's Rules of Order, Revised shall govern all chapter meetings when not in conflict with these By-Laws.