

## **BYLAWS of CHELAN RUSTLERS, INC.**

(Prior Revisions/Updates; 11/2014, 12/2017)  
Approved as Amended on Nov. 10, 2020

### **ARTICLE I – ORGANIZATION**

#### **Section 1: Purpose**

The Chelan Rustlers Saddle Club, Inc. shall be a nonprofit member-owned organization formed for the purpose of creating, sharing and enjoying fun, fellowship and pleasure with those who have a passion for equine animals, their care and humane treatment.

As a member-owned Club, members agree to participate in efforts to upkeep and care for the Club grounds throughout the year to help defer costs. This includes before and after major events such as rodeos, clinics or other Club sponsored activities.

#### **Section 2: Operations and Governance**

The Club is governed by a nine-member volunteer Board of Directors (aka, Board) that oversees club operations and ensures financial solvency and compliance with bylaws, ground rules and regulations.

For the purpose of providing organized leadership, recreation and protection of the members, the following Bylaws have been adopted by the members and will govern all activities and business of the club.

### **ARTICLE II – MEMBERSHIP**

#### **Section 1: Becoming a Member**

Membership is established through a review process that takes place with the Board and the current Club members during the monthly meetings. A summary of this process is provided below:

1. Interested applicants must first review and understand all Club Bylaws, rules and regulations and agree to adhere to these terms and conditions as described in **Membership Application Packet** (Amendment N).
2. New members are required to pay an initiation fee along with the current established annual dues as stated on the application form upon submitting their application for membership. If the membership application is submitted after July 1 of any given year, the initiation fee remains the same but the membership dues will then be one-half of the annual amount.

3. Applicant(s) must have a Club Sponsor in order to apply for membership and will be required to complete all documents as specified in the application packet. This packet will be submitted during the general monthly meeting. (*Refer to **Amendment N, Membership Application Packet***)
4. The chosen Sponsor must be a “member in good standing” per paragraph 10 below.
5. Sponsor also must agree to guide the applicant through this process as well as act as a mentor to help orient new member(s) for a term of one-full year upon approval of membership.
6. Applicant along with his/her Sponsor will be placed on the agenda of the next general monthly meeting in order to be introduced to the Board and the members in attendance.
7. Members will review the application material and later vote on the applicant’s membership at the following month’s general meeting.
8. Sponsor will notify applicant on the outcome of that vote the day following this general meeting. (*Refer to **Amendment N, Membership Application Packet** for a step-by-step description of this process.*)
9. New members will be non-voting members for the first six-months after membership approval.
10. All members are expected to remain a “member in good standing” by adhering to the basic guidelines below:
  1. Remain up to date on all association dues
  2. Know, understand and adhere to all club ground rules and do not engage in activity directly harmful to the club or demonstrate conduct unbecoming as a member.
  3. Be compliant with rules on barn and surrounding property upkeep (applies to barn owners)
11. Members not in good standing may be placed under review whereby use of the facilities could be restricted or their membership terminated. (*Refer to Article II, Section 4, **Termination of Membership***)

## **Section 2: Membership Descriptions:**

Description of the Club memberships are listed below:

1. **Individual Membership:** Persons interested in an individual membership must be 19-years of age or older to apply.
2. **Family Membership:** Consists of all members living at home (parents and children attending school, local or out-of-town). Each family membership is allotted two votes in the business of the Club so long as the voting member is at least 18-years of age.
  - a. Children 19-years or older who are not attending school or college are not eligible to be included in a family membership and must apply for an individual membership to be a Saddle Club member.
  - b. Adult children attending college will terminate as a family member at age 21.
  - c. Should there be a dissolution of a relationship between the adult members who have a Family Membership, the Club will recognize only one adult member as a holder of that membership. The other member will be required to apply for an individual membership and new membership fees and dues will apply.
  - d. It is the responsibility of the household members in a dissolution to notify the Board as to which membership and or barn/corral rental (if applicable) is to assume the continued Family Membership and which one will either terminate the membership or apply for an individual one.
3. **Sponsored Memberships:** Upon written request and approval by the Board, on a case by case basis, certain individuals under the age of eighteen whose parents cannot or will not join may request sponsorship through an active member or family group. Each such request is to be decided on the specific merit of the circumstances.

If an individual member sponsors a person they must first upgrade their sponsorship to a Family Membership. The person being sponsored must have a signed release by their legal guardian before approval and kept on file with the written request.

4. **Honorary Memberships:** The Board has authority to grant an honorary membership for a period of one year as it deems appropriate. Honorary memberships will be non-voting members.

### **Section 3: Annual Membership Dues**

1. Dues are set by the Board annually during the budgeting cycle. If the Board determines an increase in dues and/or fees is required, this will be presented to the members at large during a general meeting whereby a motion to increase will be made and will pass only with approval of 75% of those present at the general meeting.
2. Members will then be notified in writing of this increase which will go into effect the following January billing cycle.
3. Notices for annual membership dues will be payable as follows:
  - a. The treasurer will bill for dues by Jan. 15 each year for that years' dues.
  - b. The full amount is due on Feb. 28 of the current year. If payment is not postmarked by Feb. 28, member will be terminated and will have to reapply for membership.
  - c. Any member that repeatedly falls into arrears will be under review and will no longer be in good standing. (*Refer to Article II, Membership, Section 1.10-11*) Member must coordinate with the Board to be reinstated as a "member in good standing".
4. **Barn/Corral Lease Fees**: Members that also own barns will receive barn lease dues in addition to annual membership dues. Barn/corral lease fees are based on the individual corral space and may be paid in one of three ways:
  - a. In full by Feb. 28 of each year along with membership dues
  - b. Bi-annually. Pay 50 percent of barn lease fee along with full membership dues by Feb. 28; Pay remaining 50 percent by July 30 of the same year.
  - c. Pay quarterly; April 1, July 1, October 1 and December 1 of each year.

Refer to ***Barn/Corral Lease Agreement*** for additional information.

#### **Section 4: Termination of Membership**

The following conditions would warrant the termination of a membership:

1. Written resignation by member, presented to the secretary or Board.
2. A warning in writing, followed by a vote of a majority of the Board for any of the following causes:
  - a. Non-payment of Annual Membership dues
  - b. Non-payment of barn/corral leases or special assessments (Refer to Termination of Barn Lease Agreement, Club Rules, and Inspection of Barn/Corrals)
  - c. Conduct unbecoming as a member or directly harmful to the organization
3. If so desired, the member under review shall be given an opportunity to address the board at a monthly board meeting before moving ahead to terminate the membership. The member also may resign voluntarily.
4. Upon termination of membership as provided, all rights and privileges of membership shall cease.

## **ARTICLE III- MEETINGS**

### **General Membership Meetings:**

**Section 1:** The General Membership shall hold regular meetings on the second Wednesday of every month at 6:30 p.m., commencing on the second Wednesday of January. At each January meeting of the General Membership, a determination may be made to change, by a majority vote, to hold the monthly general meetings on a different day and time of the month. This notice must be given to all club members by written notice by either mail or e-mail. The Secretary shall advise the membership of all regular and/or special meetings, including the time and location of said meetings by either mail or e-mail. If that date is a legal holiday the regular Board meeting will be held on the next regular business day. (Refer to Secretary)

**Section 2:** No proxy vote will be accepted at general club or board meetings at any time.

**Section 3:** A special meeting of the general membership may be called at any time by the vote of a majority of the Board of Directors, upon receipt of a written request by five members in good standing. Notice of such a meeting and the purpose for which it is called shall be given by the Secretary to all members in good standing at least 10 days prior to the date of such meeting. Notice may be given by either mail or e-mail and shall include names of requesting five members.

**Section 4:** It shall take five members present at a regular meeting or special meeting to constitute a quorum. Two must be board members, one of whom must be the President, Vice President or Past President.

**Section 5:** Current Robert's Rules of Order shall govern the procedures in all meetings of this corporation. However, if these Bylaws have specific instructions, those prevail. Otherwise if nothing is spoken to in Bylaws, Robert's rules of Order prevail. The President will vote only if there is a tie. E-mail communication between board members shall not be used to conduct club business. All business shall be conducted during board or general meetings only.

**Section 6:** Business will be limited to Agenda items. Items for Agenda must be given to Secretary or Treasurer 24-hrs before meeting.

### **Board of Director Meeting:**

**Section 1:** The Board of Directors shall hold regular meetings monthly on the first Tuesday of each month at 6:30 p.m. At each January meeting of the Board of Directors, a determination may be made, by a majority vote, to hold the monthly board meetings on a different day and time of the month. This notice must to be given to all club members by either mail or e-mail. If that date is a legal holiday the regular Board meeting will be held on the next regular business day.

**Section 2:** Special meetings of the Board of Directors will be called by the President, or by written request of at least five members of the club in good standing, stating the purpose of the meeting and the five members who called the Special Board Meeting. Notice of any special Board meetings shall be given by the Secretary to all members in good standing at least 10-days prior to the date of such meeting. Notice may be given by either mail or e-mail and to include names of requesting five members.

**Section 3:** At least five members of the Board of Directors, one of which must be the President or Vice President, are required to be present at any regular or special meeting of the Board in order to conduct any business pertaining to the club. All club business shall be done at a sanctioned meeting only.

## **ARTICLE IV - OFFICERS AND DUTIES**

The Board of Directors shall consist of nine directors consisting of the President, Vice President, Secretary, Treasurer, and three board members. Of the three elected members, each shall serve a three year term: One member to be elected each year. The outgoing president and secretary shall become members of the board of Directors for a period of one year following their term of office. If a President or a Secretary should serve consecutive terms a pro-tem for that office shall be elected to the board by the membership. All nine members have voting rights. All nine Board Members shall strive to maintain the position of impartiality and help to preserve an objective and impersonal approach. The impartiality required of the President and Board Members to vote in an assembly may prevent their exercising these rights while participating in a voting issue. In such a case the President should turn the chair over to the Vice President. Other conflicted officers must also excuse themselves from the vote.

The officers shall be elected from the general membership at the annual November meeting and shall serve for one year and until their successors are duly elected and qualified. The board members shall be elected from the general membership at the annual November meeting. At each successive November meeting one board member shall be elected for a three year term and until their successors are duly elected and qualified.

Any officer or board member unexcused for 30 minutes or more from three regular scheduled board meeting will be asked to resign his/her position immediately. A replacement for the resigning board member or officer will be appointed by the President

and Board of Directors to fill the position for the remainder of the current year. This position will then be filled by election at the annual November meeting.

Officers and board members of this corporation shall be elected by a majority vote of the general members in good standing, present at each annual meeting, which shall be November and shall take office on January 1, of the following year.

**Section 1: Officers and the duties of each shall be as follows:**

All officers shall abide by all Club Bylaws and amendments, Club Rules and Regulations, Building Requirements, and Corral/Barn Lease Agreements while performing these positions.

**President:**

A. It shall be the duty of the President to preside over all meetings of the membership and Board of Directors, both regular and special, except when otherwise provided for.

B. It shall be the duty of the President to keep harmony within the club and to keep members and committees working together on various club projects and activities.

The President shall preside at all membership and board meetings. The President shall appoint committee chairmen for all committees. The committee chairman and the President shall, together, select the balance of the committee members. Committee chairmen shall be appointed in December by the New President for their term of office. Permanent committees and their suggested duties are as follows:

**Barn/Corral Inspection Committee** shall be composed of three members, one of whom may be a board member, who will inspect and review all of the barn/corral areas for violations of the Ground Rules, Bylaws and Barn/Corral Lease Agreements of the corporation and shall post notices, stating the violation and the time given for compliance, on all barn/corrals that are in violation. Use of the "Barn/Corral Inspection Plan" shall be used as guidelines for said inspections. Should the barn/corral owner feel that the committee has been unreasonable or have some reason that he/she cannot comply they must contact the President or Inspection Committee Chairman and will be informed to attend the next Board meeting. All decisions made by the Board of Directors shall be final and binding upon owner. (Refer to - Article XIII Enforcement, Barn and Corral Lease, and Inspection Policy)

**Buildings Committee** shall be composed of one, or more, member(s) who will accept all requests for corral/barn spaces and or remodeling, building or variances and will take them to the Board of Directors for approval, see that the Building Requirements are followed and shall see to it that all maintenance work required on club facilities conforms to the building and electrical code and will report all infractions to the Board of Directors for enforcement. (Refer to Building Codes)



**Rodeo Committees, including Junior Rodeo** shall be composed of a Rodeo Chairman who shall select, with the approval of the Board of Directors, such other committee heads as he/she desires. (Refer to **Proposed Rodeo Guidelines Policies and Finance** Sec, 5).

**Budget Committee** shall be appointed each January, with the task of presenting a full budget, including yearly Capital Improvements to the General Membership at the March meeting. (Refer to Treasurer and Finance Section)

**Other Committees** shall be at the option of the President and Board of Directors.

**Vice President:**

It shall be the duty of the Vice President to assist the President in every way possible and assume the duties of the President during his/her absence. If the office of President should be vacated by death, resignation or for any other cause, the Vice President shall assume these duties until the next annual election.

**Secretary:**

**A.** It shall be the duty of the Secretary to keep accurate minutes of each meeting. Secretary shall keep records of each Board of Director's and General Membership meetings, as well as all special Board of Director and special General Membership meetings. Secretary shall also keep members advised as to future meetings, trips or projects.

The Secretary shall keep Minutes of all Executive Sessions within all meetings. Executive Minutes shall be labeled, "Executive Meeting Minutes". All Executive session minutes shall be kept separate from regular General and Board Meeting minutes and shall not be sent to Members.

**B.** It shall also be the duty of the Secretary to maintain a book(s) in which the Bylaws with Amendments and minutes are kept, as well as the ground rules and building codes, and any policies developed. The Secretary must have these book(s) on hand at every meeting. Any amendments to these documents will be properly recorded in the Amendments list in Bylaws. All motions made and passed shall be kept in list form by date and attached to the Bylaws.

Records to be kept by the Secretary are, but not limited to: all Club contracts, Member Applications and Waivers, Copies of Barn/Corral Lease, approved corral variances, and copies of facility uses, etc.

**C.** The Secretary, or his/her appointee as selected by Secretary or Board of Directors, shall send monthly minutes to each member of the organization advising them of the proceedings of the Board of Directors and the activities of the corporation. These minutes shall also contain all special notices as required by these Bylaws. All newsletters shall be sent by mail or e-mail.

**D.** Secretary is to send all minutes of the General membership, to the general membership within seven days after meetings.

**E.** All legal documents must bear the signature of the Secretary and be countersigned by the President or Vice President.

**Treasurer:**

**A.** It shall be the duty of the Treasurer to keep accurate record of all monies received or spent by the club. At the annual January meeting, the Treasurer shall present to the officers and general membership, a financial analysis of the club functions, projects, with a proposed budget for the following year. This information will go to the appointed Budget Committee. After giving said report, the Treasurer shall turn his/her records over to the new Treasurer elected at the annual January meeting.

All duties of the Treasurer will be done using “Internal Controls for Treasurer Guidelines” provided and reviewed at the beginning of each new fiscal year by the Board of Directors. (Refer to Amendments)

**B.** It shall be the duty of the Treasurer to present a monthly report at each Board and General Meeting using a sample report given to the Treasurer by the Board of Directors at the beginning of each new fiscal year. (Refer to Amendments).

**C.** It shall be the duty of the Treasurer to send delinquent notices to barn owners when quarterly payments have not been made.

**D.** All checks must carry the signature of the Treasurer and be countersigned by either the President, Vice President or Secretary. Other legal documents must bear the signature of the Secretary and be countersigned by the President or Vice President.

**E.** A complete review shall be performed by an outside person qualified to perform such audits, by the end of the 1<sup>st</sup> quarter (March 30). The complete review shall be presented to the general membership at the following meeting.

**F.** The Treasurer will be the authority in determining if all voting members are in good standing.

**G.** The duties of the Treasurer may be shared between members of the Board of Directors and/or an outside bookkeeper. (Refer to Guidelines for Internal Controls for Treasurer Policy)

**H.** The treasurer will bill for membership dues by **Jan. 15**, for 1 years' dues. The full amount is due on Feb. 28, of the current year. If not postmarked by Feb. 28, member will be terminated and will have to reapply for membership. (Refer to Article II, **Memberships, Section 3.1-3 Annual Membership Dues**).

The Treasurer will bill once annually, on Jan. 15, for one year's barn/corral leases. All barn/corral leases may be paid in 50 percent increments due on Feb. 28 and on July 30 or on a quarterly basis, April 1, July 1, October 1 and December 1, of each year.

If there is no-payment for two consecutive quarters, after written warning, foreclosure proceedings will be initiated. (Refer to **Barn/Corral lease** agreement).

The Club shall charge a late fee penalty of \$10.00 per month for each month delinquent. All billing statements shall contain late fee penalty language.

I. Budget Directions. (Refer to Finance Section for Budget directions)

**Board of Directors:** The Board of Directors will decide annually if they do not want to renew their D&O insurance.

A. No two adult members of a same family, i.e., husband, wife, father, mother, brother, sister, son, daughter, etc. shall serve as an officer and/or director of Club at the same time in any year.

B. The Board of Directors shall constitute the executive board of the club and shall have the authority and responsibility for the general supervision and control of the business and financial affairs of the club. It shall make rules and regulations, not inconsistent with law or these Bylaws, for the management of business and the guidance of the members and officers of the club. It shall have the power to carry out all agreements with the members in every way advantageous to the club, representing the members collectively.

C. No officer or director shall be an employee of Club for more than two weeks.

Should such an event occur then the said officer or director shall immediately resign his/her position. Any vacancy caused by this event shall be filled by appointment of the President and Board of Directors for the remainder of the year. This position will then be refilled by election at the annual November general membership meeting.

D. It shall be the responsibility of the board to recommend rates and control expenditures in such a manner as to keep the club in a solvent financial position at a reasonable expense to the members individually. It shall attempt at all times to see that costs of operating the club are born proportionately by the members in relation to their use of club facilities.

E. It shall be the duty of the board to submit to the club for final approval subjects which, in its opinion, might be controversial or arbitrary in nature, or which might substantially affect the policies or finances of the club. The yearly approved Budget items do not apply. Large budget items may be voted on in the case of an emergency.

F. Any officer of this club may be removed from office by the Board of Directors upon receipt, by the board, of a petition for removal signed by a majority of the general membership in good standing.

**G.** If any member or officer of the board should resign or be removed from office, a replacement, who is a member in good standing, shall be appointed by the President and the Board to fill that position for the remainder of the current year. This position will then be refilled by election at the annual meeting in November.

**Section 2:** The Board of Directors is authorized to expend the normal monthly and annual operating expenses of Club as determined by the approved yearly budget. Should an emergency arise, the Board of Directors is authorized to spend such sum as is required to cure said emergency. The Board of Directors must authorize all expenditures by any committee. All expenditures not covered by the Budget must be approved by two-thirds majority vote of the quorum at a regular or special meeting of the membership called for that purpose, with the exception of taxes, and insurance. Unauthorized expenditures by a board member may be cause for reimbursement to the club by the board member.

## **ARTICLE V – ELECTIONS**

**Section 1:** Only members in good standing whose dues, rents and assessments are paid in accordance with these Bylaws and the Ground Rules shall be eligible to vote at any election. Only members in good standing can be nominated for any office or directorship. The Treasurer or Board Member responsible for duties of the Treasurer will be the authority determining if all voting members are in good standing. (*Refer to Article II, **Membership**, Section 1.10*)

New members who are within the six month no-voting rights are ineligible to be elected to office during the November elections. (*Refer to Article II, **Membership**, Section 1.9*)

**Section 2:** All officer and board member elections shall be held at the annual November meeting and take office on January 1, of the following year.

**Section 3:** At each October General Membership meeting, the Board of Directors shall appoint a nominating committee to select nominees for the various offices. The names of such nominates shall be used in the election of offices. After the nominations of the nominating committee have been placed before the members, the President shall call for nominations from the floor. Each nominee will address the membership and present a brief statement of themselves.

**Section 4:** All voting for officers and board members of the corporation shall be by written secret ballot, and a majority shall be required to elect. Written ballot is not required if the vote is for a single nomination. No proxy vote will be accepted at a general club or board meeting at any time. (*Refer to Article III – **Meetings**, Section 2.*)

## **ARTICLE VI – FINANCES**

**Section 1:** All checks and drafts upon the corporation's funds shall be signed by the Treasurer and countersigned by one of the following: President, Vice President, Secretary or other party designated by the Board of Directors at their discretion. There shall be three signatures on all CD's and three signatures to cash in a CD: Treasurer, President and Secretary. The exception would be if a member of Board of Directors had the responsibility of this duty (Refer to: internal Controls for Treasurer Guidelines).

**Section 2:** Promissory notes or evidence of indebtedness of the corporation shall be signed by the President or Vice President and attested by the Secretary when properly authorized by the general membership, and when so signed shall be binding upon the corporation.

**Section 3:** Contracts, deeds, bills of sale, mortgages, pledges and other instruments conveying or creating a charge or a lien upon any of the property or assets of the corporation shall be signed by the President or Vice President and attested by the Secretary when properly authorized by the general membership as hereinafter set forth, and when signed shall be binding upon the corporation.

**Section 4:** As part of the general membership meeting held in January, the Board of Directors, through the Budget Committee, shall present and explain the up coming year's anticipated operation and maintenance budget. This committee is to detail anticipated expenses and review for that calendar year. Approval for said budget shall be voted on from the general membership by the March meeting. (Refer to President Duties, Budget Committee and Treasurer Duties)

**Section 5:** In order for approval of a rodeo, a budget for all rodeos shall be submitted to the general membership for approval no later than the March meeting of each year.

**Section 6:** The club may have several types of bank accounts for various reasons such as follows:

**A. Bank Accounts:** There may be one or more checking accounts for the general business of the club or, at the discretion of the Board of Directors, for special projects if necessary for special accounting purposes. The bank account will maintain six months of expenses at all times.

**B. General Savings Account:** This account may hold excess funds not required for each month's operation and maintenance. Should any month have a shortfall of funds to pay the operation and maintenance expenses then the funds required shall come from this general savings account.

**C. Reserve Investment Account:** This account is set up for the purpose of capital investments, improvements to the club grounds or expansion of the club grounds and may be held for an undetermined period of time in such investment as the Board of Directors may deem to be safe until there are sufficient funds available for projects

determined by the Board of Directors and the general membership to be a proper expenditure. The term "safe investment" shall mean the best bank or savings and loan deposit with the highest paying interest rates, such as certificates of deposit, for an extended term. The Board of Directors is specifically prohibited from making loans or stock market investments.

**Section 7:** If the organization is unable to pay its current financial obligations, the Board, with the approval of the membership, may collect an assessment from the members. Assessment proposals shall include the amount of assessment and due date of payment. Any member who fails to pay the assessment within 30 days after the due date shall be suspended from the privileges of membership until such assessment is paid.

**Section 8:** The fiscal year shall be January 1, through December 31.

### **ARTICLE VII - LOANS AND DISBANDMENT**

**Section 1: Secured Loans:** The club will not enter into any secured loan arrangement without a mailed ballot vote of the full general membership in good standing. Each member in good standing will receive a ballot by mail and only those returned will be counted. A majority of that number will constitute approval. Club property will not be used to secure a loan.

**Section 2: Unsecured Loans:** The club will not enter into any unsecured loan arrangement without a majority vote of the general membership in good standing at a regular or special meeting of the general membership called for that purpose.

**Section 3: Disbandment:** In case of disbandment of the ground(s) and the corporation, it shall be as stated in the Articles of Incorporation of the corporation that all profit from the sale of the buildings and grounds will be set up in scholarships for students of the Chelan-Manson area going into the field of agriculture, veterinary medicine or related fields. (See amendment to original Charter of Incorporation)

### **ARTICLE VIII – EQUIPMENT**

Each member shall provide his own equipment and be responsible for it. The club shall take no responsibility for equipment lost or stolen on the grounds.

### **ARTICLE IX - EMBLEM AND COLORS**

The emblem of this club shall be a bucking horse with rider. The colors of this club shall be red and white.

## **ARTICLE X - HIRED POSITIONS**

The club may contract with and pay, on either a full time or part time basis, contractor(s) for such positions as may be required. Such position(s) shall be on an agreement basis and shall be such positions as the general membership may decide by a two-thirds (2/3) majority vote at a regular or special meeting called for this purpose. Two paid positions are anticipated as follows:

**A. Caretaker/Care Checker:** This is a position that is filled by a year-to-year contract, which is reviewed annually. The compensation for this position is the provision of a mobile home space and membership dues paid by the club. All of the duties of this position are in writing and a part of the contract. A change in the contract and compensation for this position shall be by recommendation of the Board of Directors but must pass the approval of the general membership by a majority vote at a regular or special meeting called for this purpose. In lieu of no caretaker contract, this space may be rented for the benefit of Club.

**B. Grounds Maintenance:** (Refer to Chelan Rustler Grounds Maintenance Contract). This is a paid position that is filled by a written agreement on a year-to-year basis. The compensation for this position is at a negotiated rate, usually commences at the start of the irrigation season, and usually terminates at the end of the irrigation season. The duties of this position are set forth in the written contract. This position applies to the club grounds not leased to members. It does not cover road maintenance. A change in the Agreement and consideration for this position shall be by the Board of Directors. The President will designate a responsible person for maintaining communications and giving direction to the Grounds Maintenance person.

## **ARTICLE XI -EXPENDITURES**

**Section 1:** The grounds Maintenance person on agreement by Club shall be permitted to make purchases of materials up to \$200.00 per month, or an amount as set forth by the Board of Directors on an annual basis to cover necessary repairs and maintenance to club grounds, equipment, and facilities without prior approval.

**Section 2:** Special committees, when appointed to direct or perform special activities, shall submit an estimate of cost where possible to the general membership, otherwise to the Board of Directors, and all bills and evidence of expenditures shall be presented at the next regular general membership meeting or special membership meeting called for that purpose.

**Section 3:** Bills must be presented to the Board of Directors at a regular meeting or a special meeting called for approval before being paid. Bills within the approved Budget may be paid without further approval unless there the Treasurer has questions.

## **ARTICLE XII - MEMBER'S CONDUCT**

**Section 1:** Each member/barn owner will be provided with a current copy of these Bylaws, Ground Rules and Lease Agreement. It shall be the obligation of the members to be sure that their entire family and guests are aware of the same.

**Section 2:** There shall be no excessive use of alcohol and absolutely no illicit drug use on Club grounds.

**Section 3:** Refer to Ground Rules for member's Code of Conduct

**Section 4:** President shall have the authority to use Roberts Rules of Order guidelines during all meetings, including Special Meetings. Using these guidelines, the President has the authority to remove member(s) who may become rude, abusive or threatening. The President has the authority to adjourn a meeting if it becomes out of order.

## **ARTICLE XIII – ENFORCEMENT**

**Section 1:** These Bylaws, and all Amendments shall be interpreted and enforced by the Board of Directors of Chelan Rustlers, Inc.

**Section 2:** The Board of Directors shall have the right to inspect corrals and/or barns for compliance with the Bylaws, Ground Rules, Corral/Barn Lease Agreements and Building Code. Member shall assist by unlocking barn/corral at the request of the Board of Directors for inspections.

**Section 3.** The Board will review any issues of non payment of dues and barn leases, corral inspections, conflict, member conduct, and cruelty of animals if presented to the Board in writing.

**Section 4:** After receipt of a written warning, failure to comply with the Club Bylaws, Ground Rules, Building Requirements and Corral/Barn Lease Agreements, member may be requested to appear before the Board of Directors for resolution. This will be done in Executive Sessions at Board Meetings. Minutes for Executive Sessions will be kept separate from minutes.

The decision of the Board of Directors shall be final and binding.

**Section 5:** For violation of these Bylaws, the Board of Directors shall have the authority to order any person to leave the grounds for the remainder of the day, shall have the authority to suspend any member from the privileges of membership until the next ensuing meeting of the Board of Directors, and the Board shall have the authority to suspend any member from the privileges of membership for such period as it shall deem fit. (Refer to Article I, Section 2)



**Section 6.** In an emergency, i.e., animal cruelty, fire, felony, natural disaster, etc., one Board Member may act for the Board of Directors to make decisions in issues of safety. Such incidents must be recorded in writing and given to the Board of Directors.

**ARTICLE XIV – AMENDMENTS**

**Section 1:** These Bylaws may be revised or amended by a majority vote of the general membership at any regular meeting, provided that notice of such changes shall be read at two consecutive general meetings and voted on at the second consecutive regular meeting. All general members must be notified by mail or e-mail of such changes to be voted on. All meetings for the purpose of voting on amendments to Bylaws shall be at least one month apart.

**Section 2:** Other Amendments, Club Rules & Regulations, Building Codes, Inspection Policy, Corral/Barn Lease Agreement, and any new Amendments will be added to these Bylaws and listed alphabetically. Changes to Amendments may be made by a majority vote of the membership at a General meeting.

**ARTICLE XV - INDEMNIFICATION OF OFFICERS AND DIRECTORS**

To the fullest extent permitted under Washington State Law, the Chelan Rustlers, Inc. (the "corporation") shall indemnify any person made a party to any proceedings by reason of the fact that he/she is or was a director, officer, employee or agent of the corporation against judgments, penalties, fines, settlements and reasonable expenses incurred by such person in connection with such proceedings.

\* \* \* \* \*

DATED this 10th Day of November 2020

**X** *Original signature on file*  
\_\_\_\_\_  
Darrin Hamilton  
President

**X** *Original signature on file*  
\_\_\_\_\_  
Cheyenne Stocker  
Secretary

## CHELAN RUSTLERS AMENDMENT DOCUMENTS

- A. Club Ground Rules and Regulations; amended May 14, 2014
- B. Building Codes; amended 2014
- C. Corral /Barn Leases; amended 2014
- D. Corral/Grounds Inspection Policy; amended 2010
- E. Liability Release Form; amended \_\_\_\_\_
- F. Ground Lease Agreement; amended 2013
- G. Grounds Maintenance Contract; amended 2014
- H. Rodeo/Arena/Grounds Agreement, amended \_\_\_\_\_
- I. Club House Use Policy; amended March 2008
- J. Grounds Rental Rates; amended \_\_\_\_\_
- K. Proposed Capital Improvements, ongoing
- L. Membership List, new each Fiscal Year; updated 2019
- M. Budget, new each Fiscal Year; dated Dec. 2019
- N. Membership Application Packet, Amendment N, Est. Nov. 2020 includes:
  - a. Membership Application process (Amendment N-1)
  - b. Application for Membership (Amendment N-2)
  - c. Bylaws Acknowledgement Form (Amendment N-3)
  - d. Liability Release Form (Amendment N-4)
- O. Internal Controls Document
- P. Special Maintenance Assessments