

## WHITE MOUNTAIN HORSEMEN'S ASSOCIATION BY-LAWS

Article I: Name – This organization shall be known as the White Mountain Horsemen's Association (aka WMHA)

Article II: Place of Business – The principle place of business shall be in the White Mountains area.

Article III: Purpose – The WMHA is a non-profit organization dedicated to promoting, preserving, and protecting horsemanship in the White Mountains of Arizona. Our members strive to advocate for the equestrian lifestyle and help support a network of trail systems throughout the area, encourage equestrian endeavors and activities of all kinds and for all ages, and create by our common bond of fellowship, a forum for resource, communication, education, and friendship.

Article IV: Membership – Membership in this association shall be open to all individuals interested in the promotion of equine activities and community promotion. The membership available in the association shall be as followed:

1. Family – available to any family and minor children in the home.
2. Couple – any two persons.
3. Individual – available to individual persons.
4. Day Use Membership – available to family, couple, or individual for one day use.

Memberships are all annual and are renewable on an annual basis in January. Any member in the general paid membership from age 10 up may have voting privileges. Any member elected to the board in a voting capacity may be allowed to vote, regardless of their age. Each member agrees to abide by the by-laws and rules of this association. Any individual, upon initiating any type of membership in this association, does thereby relinquish all claims existing or thereafter arising, against this association for injury, damage or claim of any nature whatsoever, to him or his property.

Article V: Fees and Dues:

Family: Membership dues shall be set by the new board in January for each calendar year. The family shall be added to the membership roster, which will entitle the family and children to all benefits of the association membership.

Couple: Membership dues shall be set by the new board in January for each calendar year. Upon paying each year's dues a membership card shall be issued to each and they shall be entitled to all benefits of association membership.

Individual: Membership dues shall be set by the new board in January for each calendar year. Upon paying each year's dues the individual shall be issued a membership care. The individual shall be entitled to all benefits of association membership.

Charter: Membership is granted to the founding members of the association (membership numbers 001-040) that is those members who paid dues prior to June 1, 1987. Upon paying each year's dues the individual shall be issued a membership card with the designation "charter member."

Article VI: Meetings – The general meeting of the association shall be the last Tuesday of each month except December at 7 p.m. at the place designated by the board of directors which will attempt to utilize facilities in locations where membership is concentrated. The board of directors shall meet monthly or at the discretion of the board or president. The general meeting in the month of November has been designated the annual meeting of this association, the meeting at which general elections are held. A transition meeting attended by former and newly elected board members shall be held in January. The meeting will be initiated by the out-going president. A quorum shall consist of a majority of the board of directors at any board of directors meeting. No business shall be transacted at any such meeting unless the required quorum is present. Business may be transacted at a general membership meeting by a majority vote of the members present.

Article VII: Officers and Duties – The officers of this association shall consist of a president, vice president, secretary, and treasurer. The officers shall be elected from the membership by the membership at the annual meeting in November and shall serve for a term of one calendar year but no member shall hold more than one office in the association at one time. Officer and coordinator positions may be held concurrently if no other qualified member is available; however, every attempt shall be made to fill coordinator job responsibilities with non-officers.

President: The president shall preside at all meetings of the membership and the board of directors and shall direct all activities of the WMHA and shall serve as chief executive officer of the WMHA. Except as otherwise provided in these by-laws, he/she shall appoint, subject to the approval of the board, coordinators to serve during his/her term of office and fill vacancies in the same manner. The president shall receive all WMHA official correspondence and process it accordingly. He/she shall keep a complete file of this correspondence and of any publications including the WMHA newsletters and other appropriate publications.

Vice President: The vice president shall assume all duties of the president in his/her absence and shall assist the president as requested.

Secretary: The secretary shall keep or cause to be kept minutes and/or action plans of all meetings of the membership and board of directors and provide copies for the WMHA files. These minutes and/or action plans shall contain, among other things, the type of meeting, date, place, and time and the proceedings, required actions and responsibilities of individuals, minutes and/or action plans of the board meetings shall also include a list of officers and directors present, name of person making motion, seconding the motion, and how it passed. The secretary shall keep the membership list and provide copies to all members in a timely fashion. The secretary shall perform other duties as requested.

Treasurer: The treasurer shall receive all dues and other funds coming to this association, deposit them in the WMHA account within seven (7) working days of receipt, keep accurate records of receipts and disbursement and render financial reports to the membership and board at each meeting. An audited

financial statement shall be rendered annually by the former treasurer to the new board of directors at the January meeting. The WMHA checkbook shall be in the custody of the treasurer and he/she will pay all bills incurred by WMHA when approved by the board of directors. The president, vice president, secretary, and treasurer shall be authorized to sign checks, two signatures being required. Whenever possible the treasurer should be one of the signatures.

Sergeant At Arms: This will be an appointed position, appointed by the President. This position will handle discrepancies and complaints as well as disagreements. This position is a protocol officer who will have an understanding of the rules and by-laws of the club and will help ensure they are not violated. He/she is a club facilitator who will convey information to members and guests as needed. The Sergeant at Arms will help enforce all club rules and will help preserve order politely. The Sergeant at Arms will be charged with keeping order at all WMHA events. If any member or guest has a problem or question concerning the rules or by-laws of the club, they will be directed to the Sergeant at Arms. If any member or guest becomes overly rowdy or disruptive, the Sergeant at Arms may ask them to leave if necessary.

Article VII: Board of Directors – The management of the WMHA shall be vested in the board of directors consisting of seven (7) members which shall include the four (4) officers and three (3) representatives elected from association memberships. The immediate past President shall serve as an advisor to the board. The three representatives shall be elected from the membership by the membership and serve a term of one calendar year. A board member may be removed from office by a majority vote of the board after missing three (3) meetings in succession.

Article IX: Committees – Coordinators shall be appointed by the present subject to approval of the board to assist in planning and carrying out the activities and objectives of WMHA. Additionally, the president may establish special or standing committees as needed.

Article X: Rules – Except as deemed inappropriate or unnecessary by the president, Robert's Rules of Order shall govern the conduct of the meeting.

The newly elected board of directors shall assume their duties in the following manner:

- a. December 1<sup>st</sup> – begin developing the WMHA plan and selecting coordinators for the upcoming year.
- b. During the month of January – conduct the WMHA transition meeting to assure smooth assumption of all responsibilities by January 1.
- c. January 1<sup>st</sup> – assume full responsibilities for all WMHA operations.

The transition meeting shall consist of the old board members and the new board members. The meeting will be chaired by the outgoing president.

Vacancies in any elected position shall be filled by the president with the board's approval. A candidate to be officially elected to the WMHA board of directors must receive a majority vote of those members voting. When three or more candidates are being voted upon for any position and none receive a

majority vote, the two receiving the highest number of votes on the first ballot shall be voted upon again.

The board of directors shall appoint a nomination committee to offer a selection or slate of candidates to the general membership at the annual meeting in November.

Article XI: Rules and Regulations – The board of directors shall adopt rules and regulations and such rules and regulations shall not be amended without a quorum vote of the board of directors.

Article XII: Amendments – Amendments to the by-laws may be proposed by a member at general membership meeting. If the proposed amendment(s) receives a majority vote of the members voting, it shall be referred to the board of directors for its consideration and be brought again before the membership at the next general meeting. It shall then be adopted by a two-thirds (2/3) vote of the members voting.

Notes: WMHA general meeting on Sept 28, 1993:

The membership at the general meeting discussed and changed the by-laws as follows: Mr. Tow made a motion that any member elected to the board in a voting capacity be allowed to vote regardless of their age. Virginia Young seconded the motion and membership approved. Judy Sturgeon made a motion that anyone in the general paid membership from age 10 up may have voting privileges. Jack Young seconded the motion and the membership approved. Respectfully submitted, Glenda Donato, Sec.

The membership at the general meeting September 17, 2019, voted to add the position of Sargent at Arms to help field questions, discrepancies and concerns. Motion was made by Patrick McGuire and seconded by Bret Starns and membership approved. Submitted by secretary, Leigh Barthen.

At the general meeting, February 23, 2021, the Sergeant at Arms job description was presented and accepted. Motion for acceptance was made by Ben Cloyd and seconded by Clay Reidhead. Submitted by secretary, Leigh Barthen.