

**Bylaws of
Gaited Trail Riders of South Florida, Inc.**

ARTICLE I: NAME, PURPOSE

Section 1: The name of the organization shall be Gaited Trail Riders of South Florida, Inc., and shall also be known as Gaited Trail Riders.

Section 2: Gaited Trail Riders is organized exclusively for charitable, scientific and educational purposes, more specifically to:

1. Promote the use and enjoyment of local, regional and state-wide trail systems.
2. Educate members and area citizens in the qualities and capabilities of gaited trail horses, including history and traditions of gaited horses.
3. Educate members and citizens in proper equestrian etiquette and behavior when interacting with horses.
4. Identify and assist with coordinating public resources available for outdoor recreation activities, including equestrian trail riding.
5. Educate and encourage youth involvement in outdoor recreation activities to develop a greater sense of self and better physical conditioning.

Section 3: These Bylaws govern the daily operation and management of Gaited Trail Riders, Inc.

ARTICLE II - MEMBERSHIP

Section 1: There shall be six classes of Membership: Individual, Family, Youth, Business/Entity, Honorary Members and Special Event Members. Unless otherwise indicated, Membership is on an Annual basis from May to June.

Section 2: Active Members. Active members have full voting rights and are eligible to serve on the Board of Directors. To achieve and maintain Active status, members must have a signed Membership Form on file and be current in their membership dues.

Section 3: Individual Membership is open to those eighteen (18) years of age or over. Individual Members are entitled to a single vote.

Section 4: Family Membership is open to one or two related adults residing together. Membership shall include the children (under 18 years of age) of such adults. Each family membership shall be entitled to two (2) votes. One person may represent the membership and cast both votes.

Section 5: Youth Membership is open to individuals under eighteen (18) years of age who are not included in a family membership. A Youth membership application will be required and will include a legal release and notarized signature of a parent or legal guardian of the Youth. Youth members are entitled to a single vote. 2

Section 6: Honorary membership will be a nonvoting membership and may be offered by the Directors to those individuals rendering outstanding services or contributions to Gaited Trail Riders. Honorary members are designated upon a majority vote of the Board of Directors.

Section 7: Business/Entity Membership will be a nonvoting membership and is open to businesses and entities who have an interest in supporting the Gaited Trail Riders purpose and activities. Business/Entity Memberships may be offered by the Board of Directors to long-standing sponsors.

Section 8: Special Events Membership will be a nonvoting membership and is open to all individuals who wish to participate in a Gaited Trail Riders event and who are not already members. Membership ceases at the end of each Special Event.

ARTICLE III – MEETINGS

Section 1: The Annual Meeting shall be held in May of each year, at a date, time and place set by the Board of Directors.

Section 2: Special Meetings of the Membership may be called by a simple majority of the Board of Directors or by written petition of ten percent of the Active members.

Section 3: Notice of the Annual Meeting and any Special or Regular Meetings shall be given in writing to each Active member either electronically or by postal mail no less than ten days before the meeting.

Section 4: Any Board of Directors Meeting and the Annual Meeting shall be conducted according to Robert’s Rules of Order, as modified by the Board of Directors.

ARTICLE IV - BOARD OF DIRECTORS

Section 1: Duties

A. The Board of Directors (Board) shall have the responsibility for the general management of the affairs and property of Gaited Trail Riders, and shall make and enforce rules and regulations as may be necessary for such management. They shall have the power to purchase or authorize purchase by others of all supplies or other personal property necessary for the proper operation and maintenance of the Gaited Trail Riders; to employ and authorize employment of personnel, to authorize conveyance or mortgages of real estate (except that no real estate shall be purchased or disposed of without the approval of two thirds of the membership) and in general shall have and execute all the powers of the Corporation not inconsistent with the bylaws, Articles of Incorporation, and the laws of the State of Florida.

B. The Board of Directors shall hold regular board meetings monthly. Special meetings can be held when called by the President or any four members of the Board upon 48-hour notice. A majority of the Board of Directors must be present to constitute a quorum for the transaction of business.

C. The Board of Directors shall arrange for a financial review of the Gaited Trail Riders financials every two years. The Board of Directors shall adopt a budget on an annual basis.

D. The Board of Directors shall amend the duties of standing committees as needed, and shall define the duties of all other committees that may be appointed. The Board of Directors shall appoint the Chair of each Gaited Trail Riders Committee. The Committee Chair shall select the other members all of whom shall be subject to the approval of the Board of Directors. Each committee chair, or any other member who may serve in an appointed capacity when expenditures are required, shall present to the Board of Directors for approval all estimates of the expected expenditures and shall not exceed the amount approved unless so authorized by the Board.

E. Each Director shall serve as Chair or Co-Chair of at least one, and no more than two, standing committees, on an annual basis.

F. No officer or director shall receive compensation/salary for his her services as an officer/director.

Section 2: Elections

A. The Board of Directors will consist of four (4) Officers and five (5) Directors that will serve for a one (1) year term of office. Elections will occur annually at the Gaited Trail Riders Annual Meeting.

B. The Board of Directors shall be elected from Members in good standing. Voting for the Board of Directors shall be by Members who are present at the Gaited Trail Riders Annual Meeting or by absentee ballot.

C. The Board of Directors shall appoint a nominating committee, of at least three Members who are not running for a Director position. The duty of this committee shall be to accept nominations or nominate candidates for the Board of Directors, and to make known to the membership at least ten days prior to the annual meeting a list of candidates and their office. Said list of nominees will be sent to the members with the official notice of the annual meeting.

D. Nominations for the Board of Directors shall be accepted from the floor at the annual meeting provided the candidate is present and gives consent.

E. The Nominating Committee shall conduct elections. Director candidates receiving the greatest number of votes shall be considered elected. In the event of a tie, the tie shall be broken by re vote.

Section 3: Vacancies

A. When a vacancy on the Board of Directors occurs with less than three (3) months remaining to the Annual Meeting, the position will remain vacant until elections at the Annual Meeting.

B. When a vacancy on the Board of Directors occurs with more than three (3) months remaining to the Annual Meeting, nominations for new Directors may be received from present Board members at any regular Board meeting. Directors elected to fill such vacancies shall serve to the next Annual Meeting.

C. Vacancies that occur in a Director position with more than one year left in a term shall be filled during normal elections at an Annual Meeting. Any Director elected to fill such vacancy shall serve a one-year term

Section 4: Removal. A Director shall be removed from the Board of Directors for excess absences from the Board if he or she has three unexcused absences from Board meetings in a year. A Director may be removed for other reasons by a three-fourths vote of the remaining directors.

Section 5: Officers of the Gaited Trail Riders will be elected from the Membership by a majority vote of the Membership, at the Annual Meeting to serve a one (1) year term of office. Officer positions and responsibilities shall be as follows:

A. President: The President shall preside at all meetings of Gaited Trail Riders and Board of Directors. The President has the primary responsibility for intergovernmental and public relations. The President shall coordinate the activities of the Board of Directors and Committee responsibilities. He/she may be an ex-officio, non-voting member of all committees.

B. Vice-President: The Vice-President shall assist the President and perform all the duties of the President in his her absence or at his her request.

C. Secretary: The Secretary shall keep records of all proceedings of the club and the Board of Directors, including Minutes of the meetings of the Board of Directors and Annual Meeting. The Secretary shall serve as co-chair of the Membership Committee.

D. Treasurer: The Treasurer shall keep accurate records of all financial business of the Association. He/she shall collect all money due to Gaited Trail Riders, and disburse it pursuant to the contracts and obligations of the organization. The Treasurer shall submit financial reports at all regular meetings and shall sign and endorse in the organization's name, checks and drafts. The Treasurer shall serve as chair or co-chair of the Finance Committee.

Section 6: Special Officers of Gaited Trail Riders may be appointed by a majority vote of the Board of Directors. Special Officers will be appointed and empowered to carry out specific purposes as defined by the Board of Directors. Special Officers shall serve six (6) to twelve (12) month terms as determined by the Board of Directors, and may be reappointed by a majority vote of the Board of Directors. Terms may be ended prior to the specified time by majority vote of the Board of Directors. Special Officers shall be considered a member of the Board of Directors during their term of appointment. 5

ARTICLE V - COMMITTEES

Section 1: Standing Committees of Gaited Trail Riders shall be: Membership, Finance, and Special Events.

Section 2: Membership Committee shall be responsible for:

- A. Recruiting new members.
- B. Maintaining accurate membership records
- C. Distributing accurate membership information to the Board of Directors and necessary committees.

Section 3: Finance Committee shall be responsible for:

- A. Researching funding opportunities and presenting such opportunities for Board of Directors approval.
- B. Preparing/applying for funding opportunities approved by the Board of Directors.
- C. Assisting the Treasurer in preparing budgets for all aspects of the organization, including the Operational Budget. All budgets must be approved by the Board of Directors.
- D. Planning and implementing fundraising opportunities for the organization.
- E. Coordinating with other Committees regarding budgets, funds collected and expenditures.

Section 7: Special Events Committee shall be responsible for:

- A. Researching appropriate events for Gaited Trail Riders to participate in, and submitting such events to the Board of Directors for approval.
- B. Registering for attendance at events approved by the Board of Directors.
- C. Preparing literature, exhibits, demonstrations or other appropriate materials for each event.
- D. Coordinating attendance by Gaited Trail Riders members at each event.
- E. Preparing and submitting budgets and expenditures necessary for event participation.

ARTICLE VI - AMENDMENTS

These Bylaws may be amended when necessary by a two-thirds majority of the Board of Directors. Proposed amendments must be submitted in writing to the Secretary to be sent out with regular Board of Directors meeting announcements no less than 10 days prior to the Board meeting.

Enacted this 1st day of May 2012.