

Glendale Equestrian Club

By-Laws

ARTICLE I – Purpose and Registered Office and Agent

1.1 Purpose

The Purpose of the Glendale Equestrian Club (GEC) is to promote knowledge and interest in equitation and all forms of horsemanship. To encourage and foster a camaraderie among its members devoted to the education of the young and old in horsemanship.

1.2 Registered Office and Agent

The location of the principal office and agent of the Glendale Equestrian Club shall be in the State of Arizona and as further identified in the annual report filed with the Arizona Corporation Commission.

ARTICLE II - Membership

2.1 Membership

Membership shall be open to any person or family interested in any form of horsemanship. It is not necessary to own a horse. New members are encouraged and welcomed at any time.

2.2 Membership in Good Standing

A member in good standing is defined as a paid member.

2.3 Single Membership

A single membership is available to any person eighteen years of age or older and is entitled to one (1) vote.

2.4 Family Membership

A family membership shall be defined as a family (over the age of 18) consisting of children and grandchildren related to one or both of the main adults members on the membership application. This membership will have two voting privileges.

2.5 Individual Youth Membership

Individual Youth Membership is defined as a single person under the age of 18 and over the age of 14 with parent/guardian signature and approval with one (1) voting right.

2.6 Involuntary Termination of Membership

Involuntary termination of membership shall require a two-thirds vote of **ALL** members in attendance at the monthly meeting, provided that a written notice of proposed termination be given to all members, including the one proposed for termination, at least two weeks prior to the monthly meeting.

2.7 Dues

Annual Dues shall be set by the officers and approved by the membership at each Annual Meeting. Said dues will be payable to the Treasurer of Glendale Equestrian Club by January 1st of each year. If said dues are not paid by February 1st of said year, that member will be dropped from the membership list. Membership is non-transferrable, non-refundable, and is not prorated.

ARTICLE III – Meetings

3.1 Annual Meetings

The Annual Meeting of the members shall be held on the 3rd Wednesday of December for the purpose of electing officers and for the transaction of such other business as may come before the meeting.

3.2 Monthly Meetings

Regular Monthly Meetings shall be held on the last Wednesday of each month. Notice shall be given to all members not less than ten (10) days prior to such meeting. When need arises, such meetings maybe rescheduled as determined by the Officers. Minutes of the Monthly Meetings and the sign in sheet will be kept by the Secretary. The Secretary will send out to the membership the minutes of the Monthly Meeting no later than ten (!0) days after the meeting.

3.3 Meeting of Officers

Officers will hold a monthly meeting for the purpose of discussing the upcoming Monthly Meetings. The President may hold any Special Meeting and notify the Officers at least five (5) days prior to the meeting should the need arise.

3.4 Notice of Meetings

The Secretary will send out either a written email, or printed scheduled meeting of the membership and will be delivered to the membership not less than ten (10) but not more than thirty (30) days prior to the date of the Monthly Meeting.

3.5 Quorum/Proxies

A quorum is 10% of the total membership of a group present to constitute the group at a meeting. Proxy voting is not authorized.

ATRICLE IV – Voting

4.1 Voting

Each member in good standing is entitled to vote in accordance with the terms and provisions of these by-laws. All Monthly, Annual, and elections of Officers shall be decided by the majority vote present at said meeting.

4.2 Voting of Officers/Nominations

Nominations shall be made by members in good standing at the Monthly Meeting in November. The names of those individuals nominated will be sent out to the members by the Secretary not less than ten (10) days prior to the December meeting. Votes shall be tabulated by members assigned by the President whose names are not on the present ballot.

4.3 Terms of Office

Officers terms are from January 1st thru December 31st or until their death, resignation, or removal.

4.4 Vacancies

Vacancies in any office because of death, resignation, removal, disqualification or otherwise, will be filled temporarily by the President and shall remain in effect until the vacancy can be filled by the usual voting procedures of the members as set by these by-laws.

ARTICLE V – Officers Duties

5.1 President

The President shall be the principal executive officer of the corporation and shall in general, supervise and control all the business and affairs of the corporation. He/she shall, when present, preside over all meetings of the members and of the elected officers. He/she may also sign any instruments for all financial transactions which the officers have authorized to be executed or shall be required by law to be otherwise signed or executed; and in general, shall perform all duties incident to the office of president and such other duties as may be prescribed by the officers from time to time to include the filing of the annual report with the Arizona Corporation Commission and the filing of the 990 tax form. The President, in case of need, has the deciding vote on all decisions.

5.2 Vice President

In the absence of the President or in the event of his/her death, inability, or refusal to act, the Vice President shall perform the duties of the President, and when so acting, shall have all

the powers of and be subject to all the restrictions upon the President. The Vice President shall perform such other duties as from time to time may be assigned to him/her by the President.

5.3 Secretary

The Secretary shall record and maintain accurate minutes of the Glendale Equestrian Club, submit a monthly record to the membership either email, written, or texted. The Monthly Meeting shall be delivered to the membership no later than ten (10) days after the meeting. He/she shall maintain an accurate listing of all the membership to include physical addresses, email addresses, phone numbers and emergency contact information.

5.4 Treasurer

The Treasurer shall keep proper records and books of account, showing disposition of funds. He/she shall prepare and give a report at every regular monthly meetings. He/she shall have charge and custody of and be responsible for all funds of the Fund Raising Events. The Treasurer shall be responsible for collecting fees and paperwork from new members or guests at rides or function; receive and give receipts for money due and payable to the corporation from any source whatsoever, and deposit all such moneys in the name of the corporation in such bank in accordance with these by-laws and in general perform all of the duties incident to the office of Treasurer and other duties as from time to time may be assigned to him/her by the president.

ARTICLE VI – Other Offices and Committees

6.1 Other Offices

Other offices may be added by the President. Other offices may include Publicity Director, Website Director, Ride Director and Ride Coordinator. These offices are not officer positions and don't need to be voted on by the membership.

6.2 Committees

Committees may be formed for the functioning of the Glendale Equestrian Club. The President shall assign a chairperson for said committee and the chairperson will assign its own members as needed for the committee. Committees may include but not limited to: By-Laws

Committee, Membership Committee, Ride Coordinator, Youth Coordinator and any corporation; shall be responsible for collecting fees and paperwork from new members or guests at rides or functions; receive and give receipts for money due and payable to the corporation in such banks in accordance with these by-laws and in general perform all of the duties incident to the office of the Treasurer and other duties as from time to time may be assigned to him/her by the President.

ARTICLE VII – Social Media

7.1 Accounts

All social media accounts registered or managed belong to the Glendale Equestrian Club.

7.2 Disclosure

Any member tasked with creating or maintain a social media account on behalf of Glendale Equestrian Club, is required to disclose all login information, i.e., user name, passwords, and any and all two (2) factor authentication information to the President. The President shall share the information with the other officers.

7.3 Ownership

The members agree that all associated account name, profiles, followers and content created or maintained in relation to the social media account belongs to the Glendale Equestrian Club.

ARTICLE VIII – Calendar Year

8.1 Calendar Year

The Calendar Year of the Glendale Equestrian Club shall begin on the first day of January in each year, and end of December 31st of the same year.

ARTICLE IX – Amendments

9.1 Amendments

These by-laws may be altered, amended or repealed and new by-laws may be adopted by a vote of two-thirds of those members present at the Monthly Meeting. A two (2) week notice of the proposed amendment or addition will be given to all members.

ARTICLE X – Disbanding

10.1 Disbanding

Should the Glendale Equestrian Club no longer fulfill its purpose, the officers shall propose disbanding the Glendale Equestrian Club at one meeting and vote on it at the next Monthly Meeting. Any members in good standing that are not at the meeting, shall be notified about the proposal from the Secretary. The vote to disband requires a two-thirds vote from members at the Monthly Meeting. Upon disbanding, all assets of the Glendale Equestrian Club shall be donated proportionately to such non-profit charities as may be nominated at the final Monthly Meeting.

Revised 3/26/2025