



BYLAWS FOR PASCO HORSEMENS ASSOCIATION, INC

Effective January 01, 2023. These Bylaws replace all previous Bylaws.

ARTICLE I - NAME

Section 1 - This organization shall be known as Pasco Horsemen's Association; official abbreviation PHA and shall always be run and conducted as a Not-For-Profit Association by the laws of the State of Florida, providing for such organizations and by which it shall acquire all such rights as granted to an association of this kind. No part of any net earnings shall benefit any member or individual.

ARTICLE II - GOVERNANCE

Section 1 - The governing body and decision-making responsibilities of Pasco Horsemen's Association shall be vested in the Board of Directors.

ARTICLE III - PURPOSE AND OBJECTIVES

Section 1 - The objective of this association shall be to:

- A. Promote the equine industry, to teach self-esteem and good sportsmanship to all participants regardless of age and/or disabilities and to further the knowledge of horses and horsemanship to all those involved.
- B. Promote, encourage, and stimulate interest in the equine community by hosting shows, clinics, and benefits.
- C. Provide the opportunity for everyone to be able to show their horses in a competitive and friendly atmosphere.

Section 2 - All persons who desire to become members of this organization shall subscribe to the purpose and objectives of the Association as outlined in Article II of the bylaws.

ARTICLE IV - PLACE OF BUSINESS

Section 1 - The principal place of business and mailing address shall be:
13215 Fivay Road, Hudson, FL 34667. Pasco County, Florida

ARTICLE V - MEMBERSHIP

Section 1 - Eligibility. Membership in the association shall be open to anyone, upon the completion and approval of a membership application and payment of dues. All members must agree to abide by all rules and regulations of PHA. Failure to abide by PHA Rules and Regulations will result in disciplinary action by the Executive Board, with possible cancellation of membership with no refund.

In addition to membership, members may be required to assist the association with volunteer hours for all members 18-years-old or older. The Executive board has the right to govern how the volunteer hours are requested, assigned, performed, managed, and recorded. If a member cannot complete the volunteer hours set for that year, the member shall pay a sponsorship fee in lieu of volunteer hours, a sponsorship fee amount set by the Executive Board. The Executive Board reserves the right to suspend any member's membership for failure to complete volunteer hours and/or fails to pay the sponsorship fee.

Section 2 - Dues. Membership is based on payment of an individual person or family dues to the association. Payment may be made by an individual or family member to whom the individual belongs and resides with, and shall carry with it the right to vote, if the member is 18 years or older by the time ballots are distributed. Dues shall not be pro-rated at any time during the year.

Section 3 - Membership Term. Memberships are carried from January 1st through December 31st of each year.

Section 4 - Honorary Membership. Honorary membership may be conferred by unanimous vote of the members present upon individuals who have made distinguished contributions to this association. Honorary members shall not be entitled to vote or hold office and shall be exempt from payment of dues.

Section 5 - Admission. An individual becomes an active or honorary member upon acceptance of the application and payment of dues, as applicable or approval of the Executive Board.

Section 6 - Voting. To be eligible to vote, a member must have an active membership prior to June 1st of the current voting year.

Section 7 - Revocation. The Executive Board may revoke the membership of any person for nonpayment of dues, or for other just cause, including violations of PHA rules and regulations. A person considered for membership revocation, except for nonpayment of dues, shall be provided with a written notice of the proposed action by the Executive Board and be given an opportunity to show cause as to why he/she should not be revoked.

Section 8 - Discipline. Infractions of PHA rules by any member or non-member will result in discipline as follows, but not limited to:

- A. Violator(s) will be required to leave property.
- B. Loss of points and no refund for that show.

- C. 45-day suspension from property, meetings, and gatherings.
- D. 1-year suspension from property, meetings, and gatherings.

NOTE: The Executive Board reserve the right to revoke memberships or escalate discipline based on criminal activity or other serious offenses, with a majority vote of a quorum of the Executive Board present at the meeting.

Section 9 - Grievance: If a member has been revoked or suspended the person it affects will be allowed to address in writing or in person to the Executive Board. This will be done at a special meeting called by the President.

Section 10 - Concerns/Complaints: Members may send written concerns or complaints to the Association, at the address listed in Article IV. Issues will be discussed among the Executive Board. Members may also bring their concerns or complaints before the Executive Board during a meeting. Members may or may not be notified of outcomes due to confidentiality. The Executive Board decision will be final.

Section 11 - Compliance. All members in good standing shall follow and be bound by these Bylaws and by the Rules and Regulations of PHA.

ARTICLE VI - EXECUTIVE BOARD OFFICERS

The Officers of the Association are President, Vice President, Treasurer, and Secretary.

Section 1 - President: The President shall serve as Chief Executive Officer and shall preside and conduct all meetings of Executive Board. He or she shall establish an agenda; therefore, preside at all association meetings, and oversee the activities of all permanent and ad hoc committees. He or she shall see that all rules and regulations of the association are enforced at all times. The President shall be influential in all discussions and decisions regarding the Association.

Section 2 - Vice President: The Vice President shall serve as Co-Chief Executive Officer of the Executive Board, act for the association's President in the President's absences and will have the powers of the President. The Vice President will assist the President in performing any of the assigned responsibilities and continue therein should the presidency be vacated, and perform other duties as assigned by the President. The Vice President shall assist the President in seeing that all rules and regulations of the association are enforced at all times.

Section 3 - Treasurer: The Treasurer shall serve as a member of the Executive Board, prepare, and submit to the Executive Board financial statements covering the current year and shall submit the prior twelve (12) months no later than January meeting of the Executive Board; provide monthly all proposed expenditures as they impact or affect the budget, monitor deposits and withdrawals of all monies from show, dues, and other accounts receivables, and perform other duties as assigned by the President. The Treasurer shall account for all expenditures by itemized statements in detail at each regular monthly

meeting. All expenses must be voted on for approval by the Executive Board. The financial statements will be audited annually by Committee members assigned by the Executive Board.

Section 4 - Secretary: The Secretary shall serve as a member of the Executive Board, maintain minutes of all meetings of the Executive Board and of the Association, distribute special notices and other valuable information to the Association members, keep records of current members, etc., and perform duties as assigned by the Executive Board.

ARTICLE VII - REMOVAL OF OFFICERS

Section 1 - The Executive Board may, by a majority vote, remove any Officer for just cause. Just cause could be for not reasonable fulfilling of their duties or whose actions are detrimental to the goals and welfare of the association. The Officer shall be given notice of any such action of the Executive Board together with a statement of the reason thereof.

ARTICLE VIII - BOARD OF DIRECTORS

Section 1 - This organization shall be managed by Four (4) elected Executive Officers consisting of the President, Vice President, Treasurer and Secretary. Four (4) Executive Board appointed Show Committee Chairs consisting of Western Pleasure, English Pleasure, Speed and Obstacles, and Executive Board appointed Board Members.

Section 2 - The Executive Board shall be responsible for recommending to the Association policy issues that have an impact on Association activities.

Some the specific responsibilities of the Executive Board are, but not limited to:

- A. Determining standards and revocation of membership.
- B. Establishing Membership Fees for the association.
- C. Reviewing and approving all proposed expenditures for the association.
- D. Approving proposals for shows, clinics, fundraisers, etc.
- E. To attend all regular and special meetings.
- F. All actions of the Executive Board require a majority vote.

Section 3 - The Executive Board may hold meetings at such times and places it deems proper, audit bills and disburse funds of the Association, print, and circulate documents, publish articles, carry on correspondence and communication with the public as needed.

Section 4 - The Executive Board may devise and carry into execution such other measures as it deems proper and to promote the objectives and purposes of the Association and to best protect the interest and welfare of the members.

Section 5 - The Executive Board is responsible for appointing Chairpersons and members to serve on the Show Committee.

ARTICLE IX - Show Committee

Sections 1 - The Show Committee will consist of a Western Pleasure Chairman, English Pleasure Chairman, Speed Chairman, and an Obstacle Chairman.

Section 2 - The Show Committee will be responsible for:

- A. For all decisions regarding the shows with the approval of the Executive Board.
- B. Hiring the judges.
- C. Setting up the show classes, rules, and regulations.
- D. Securing help for shows in advance.
- E. Will be responsible for providing all necessary forms for each show.
- F. Responsible for tracking all participant points.
- G. Promoting and advertising shows.
- H. Sponsorships and prize donations.
- I. Prepping the grounds and setting up equipment needed before hand.

ARTICLE X - MEETINGS

Section 1 - Annual Meeting: The Annual Membership Meeting will be held in December. The purpose of the annual meeting will be to present the annual report from the previous year and financial statement, present newly elected Board members, and to transact other Association business.

Section 2 - Executive Board Meetings: Regular monthly meetings of the Executive Board shall be held. The President may, when deemed necessary, issue the call for a special meeting of the Executive Board. All Executive Board meetings are open to members and members are encouraged to attend. All meetings shall be at a fixed place agreed on by the Executive Board.

Section 3 - Special Meetings: Special meetings may be called by the Executive Board at its discretion. Upon the request of the President, the Executive Board may call a special meeting to consider a specific subject.

Section 4 - Show Committee Meetings: Meetings shall meet as often as necessary to accomplish their goals and objectives.

Section 5 - Notice of Meetings: Published notice of the purpose, time and place any meeting of the Association shall be posted to their website and social media (Facebook) page for all members. Membership shall be notified of any change from normal meeting place, or for a meeting of major decisions by email, website, or social media.

Section 6 - Voting: Each active member in good standing shall be entitled to one vote. Except as otherwise provided by the Constitution or Bylaws of the Association, majority of the votes cast by the membership at a meeting duly called shall be sufficient to take or authorize action upon any matter which may properly be brought before the members in attendance.

Section 7 - Authority: This Association has opted for a Consensus Model of decision making. In this model a Board Member introduces an idea or proposal, encourages discussion among the entire Board, then seeks consensus before calling for a vote. This organization is not governed by the Robert's Rules of Order. The majority vote rules.

Section 8 - Fiscal Year: The fiscal year of the Association shall be: January 1st through December 31st.

Section 9 - Good Standing: A member is considered in good standing when they have paid their membership dues and support the Association with their ideas, functions, and goals.

ARTICLE XI - ELECTIONS

Section 1 - Election: The Executive Board Officers shall be elected annually, from a slate of candidates, presented by a nomination, by all active members in good standing.

Section 2 - Voting: Voting will take place at a designated venue agreed upon by the Executive Board. Voters must vote in person at the designated venue. The date, time, and address of voting venue will be announced on the Association website and Social Media/Facebook page. A majority vote of active members attending will rule.

Section 3 - Counting Ballots: Votes are to be counted by a non-partial committee of three members and presided over by the President at the November meeting. Votes will be counted prior to commencement and your new Board will be presented to you at the Annual December Banquet. New Board will take office January 1.

Section 4 - Eligibility for Office: No member of this Association shall be eligible for office unless the individual has been a member in good standing for at least (1) one year preceding the election.

Section 5 - Installation of Officers: Installation of Officers will be in November of the fiscal year. The term of office for all Executive Board, Chair, and Board members shall be one (1) year commencing on January 1.

Section 6 - Vacancies: Executive Board positions vacated by resignation or otherwise vacated for ninety (90) days or more shall be filled (appointed) by the Executive Board for the rest of the remaining term.

ARTICLE XII – FINANCES

Section 1 - Membership Dues: The Association shall receive annual dues from the membership as determined by the Executive Board. New members shall pay in full at the time of acceptance into membership. No dues will be pro-rated at any time during the year.

Section 2 - Assessment: The Association, may, at its option and in accordance with The Constitution and Bylaws, assess its members for financial support of Association's activities.

Section 3 - Contributions and Gifts: The Association may accept financial contributions and gifts in support of its mission.

Section 4 - Fundraising: The Association may conduct fundraising functions to support activities. No person may, in the name of the Association, solicit or accept gifts or contributions of any kind without approval of the Executive Board by a majority vote.

ARTICLE XIII – FUNDS

Section 1 - Funds will be held in a bank account for the Association and maintained by the Treasurer. Expenditures require approval of the Executive Board and funds shall be dispersed by check, bank card, or credit card. The authorized signatures for signing checks are those Officers who have permission and are on file with the bank.

Section 2 - Bank Signature: No two Executive Board Members of the same family/household or in a relationship (ex. Husband/wife, boyfriend/girlfriend, engaged, etc.) may be on the bank signature card.

ARTICLE XIV - CONCESSION

Section 1 - If a concession stand is set-up by the Association, there must always an adult present. No one under 18 years of age will be allowed to operate any electrical devices or handle money.

Section 2 - Money from the concession stand and entries must be collected by an adult. All monies collected must be accounted for by two adults and signed off before a deposit is made.

ARTICLE XV-AMENDMENTS

Section 1 - These Bylaws may be amended, altered, or repealed in whole or in part, by a majority vote of the Executive Board at any general, special, or annual meeting.