



# New York State Horse Council Ulster County Chapter



## By-Laws of the Ulster County Horse Council of New York, Inc.

Amended November , 2017

### ARTICLE I- **NAME:**

The name of this Corporation, duly organized under the Non-profit Corporation Laws of New York State, shall be Ulster County Horse Council of New York, Inc., hereinafter referred to as UCHC. It will be a duly recognized member of the New York State Horse Council, Inc., hereinafter referred to as NYSHC, and shall maintain affiliation with said agency.

### ARTICLE II- **PURPOSE:**

The purpose of the UCHC is to establish and maintain a corporate Volunteer organization encouraging cooperation and participation among people who are interested in preserving, promoting and improving the overall equine industry in Ulster County, NY and surrounding areas.

### ARTICLE III- **GENERAL MEMBERSHIP:**

Section 1. **Application** Membership will be open to any Individual or Youth, Family, Club, Business who is interested in the equine industry. Applications will be made through NYSHC and members should affiliate with UCHC on application. Applications can be procured on NYSHC website. All applicants will be subject to the by-laws of NYSHC as well as UCHC, and will be classified and granted privileges as per NYSHC by-laws.

Section 2. **Dues** The amount of dues shall be set by NYSHC and payable at time of application and then by January 1 of each year thereafter. Annual membership fees for specific members may be waived by a majority vote of the Board of Directors and paid for to NYSHC by UCHC.

Section 3. **Meetings** UCHC will hold a minimum of four general membership meetings per year to be announced upon publication of their yearly calendar in Jan of each year. Notification shall be sent to all members indicating the time and place of the Annual Meeting to be held in November of each year. The General Meeting shall be used as a forum to conclude any old, outstanding business or issues, or to suggest new issues, matters or directions which the UCHC may deem as a viable avenue to enhance or promote the local horse industry. Such suggestions may be presented by any general member to the

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Board of Directors, who will vote on which business, matters or issues will be pursued on a priority basis. All members are invited to attend Board of Directors meetings.

### ARTICLE IV- DIRECTORS AND OFFICERS:

Section 1. **Board of Directors:** The Board of Directors shall perform the business of general management and preside over the various affairs of the organization as outlined and provided in the articles of incorporation. Regular meetings of the Board shall be held at least quarterly, to perform the business of general management. The Board of Directors shall be elected from the general membership. Elections shall take place at the Annual Meeting to be held in Nov of each year. The Board of Directors will consist of Officers as described in Article IV, Section 2 and 2a. A majority of Board members must be present at a Board meeting to vote on UCHC business: a quorum will be determined by the presence of at least a majority of the officers and at least one active Committee Chairperson.

Section 2. **Officers:** Officers will be President, Vice President, Secretary, Treasurer, and the Chairpersons of at least one UCHC active committees. Terms of office are bi-annual, President and Secretary on even years, Vice President and Treasurer on odd years, limited to two consecutive terms.

**President** shall preside at all meetings and appoint a chairperson to all committees and will be responsible for updating and overseeing all UCHC handbooks.

**Vice President** shall perform the duties of the President in his/her absence, and shall be put in charge of special projects and committees to work in consort with, not in lieu of, the office of President.

**Secretary** shall keep the minutes of the meetings of the Board of Directors and the membership in appropriate books, be custodian of the records of the organization and be responsible for all organizational correspondence, including but not limited to, sending notices of all meetings of the organization.

**Treasurer** shall keep and maintain the accounts of the organization, and be responsible for all funds and securities of the organization, and prepare and submit monthly reports to UCHC, and an Annual Financial Report of accounting for each calendar year submitted to UCHC, NYSHC, and filed with the IRS. The Treasurer shall deposit all such funds in the name of, and to the credit of, Ulster County Horse Council, Inc. (of the State of New York). The Treasurer shall, in Jan of each year, meet with each Committee Chairperson to discuss their budgetary needs for the year (this may be done electronically). The Treasurer shall then present a proposed annual budget to the Board of Directors. The Treasurer will maintain UCHC membership in NYS Farm Bureau and Cornell Cooperative Extension.

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Section 2a. **Committees:** Committees may be formed by the Board of Directors as needed to perform the Purpose of UCHC. Chairpersons and co-chairpersons will be considered Board Members. Committees may be deemed inactive or combined as needed. They may consist of, but are not limited to the following and may be combined with other board positions by the President. Committee Chairpersons report to the President to recommend items for Board approval.

Promo

Issues

Membership

Trail

Educational

Constitutional

Newsletter

Large Animal Emergency Response

Scholarship

Website

Section 3. **Elections** shall take place at an annual meeting to be held in Nov of each year. In the case of an annual meeting without a quorum, or cancelled due to weather, a December meeting may substitute. Resignations need to be made to the President by Sept. 1. The Secretary will announce open positions via email, or postal mail if requested, by the 10<sup>th</sup> of Sept. for nominations by the general membership. Nominees must be members in good standing of UCHC (and thereby NYSHC) A nominating committee will be formed in September to present nominations at the Oct. meeting. Nominations may also be taken from the floor at that time. Absentee votes may be registered with the Secretary up to 24 hours before the annual meeting but must be mailed with member's name noted or hand delivered; they will not be accepted electronically.

Section 4. **Removal of Officers and Directors** Any one or more of the officer(s) may be removed either with or without cause, at any time, by a vote of two-thirds of the members of the Board of Directors present at any special meeting called for that purpose. The officer(s) involved shall have the right to address the entire Board of Directors in person or by petition.

Section 5. **Vacancies** in any directorship or Officer, from whatever cause arising, may be filled for the remainder of the term by a majority vote of the Board of Directors at its next regular meeting or at a

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meeting specifically called for that purpose. Any Director or Officer elected to fill a vacancy shall serve the remainder of the term until the next regular election is held. Vacancies occurring from death or resignation shall be filled without undue delay.

### **ARTICLE V- BY-LAWS AMENDMENTS:**

By-laws may be amended by the Board of Directors and approved at any meeting by a simple majority of general members present.

### **ARTICLE VI- CONFLICTS AND NON-COMPLIANCE OF BY-LAWS:**

Any questions on the conduct of UCHC business will first be determined by UCHC By-Laws and if not covered shall be referred to the By-Laws of NYSHC and finally by Roberts Rules of Order.

### **ARTICLE VII- DISSOLUTION:**

In case of the dissolution of the organization by 2/3 vote of the membership present at a special meeting called by the Board of Directors for the purpose of dissolution of the organization, the properties and moneys belonging to the organization shall be disposed of according to the Not-For-Profit Corporation laws of the State of New York.