

April 3, 1989; **Revised June 1, 2009**

## CONSTITUTION

### ARTICLE I

The name of this organization shall be CEDAR VALLEY RIDERS.

### ARTICLE II

The purpose of this club will be exclusively charitable. To promote Sportsmanship and Horsemanship for recreational purpose. To encourage and train young people in the handling and care of horses.

### ARTICLE III

Applications for new membership must be approved by the Board of Directors and then by a **simple majority vote** of the members present at a regular meeting. All applications require (2) two personal references and must be accompanied by a check for the current year's dues.

Previous members in good standing may rejoin the club by paying the current annual dues.

A family membership consists of all family members in one household.

All minors, 16 years of age and under, wishing to join the club, must have the written consent of their guardian.

### ARTICLE IV

The officers to be elected are President, Vice-President, Secretary, Treasurer, and five members of the Board of Directors. The President and Vice-President shall automatically be members of the Board of Directors.

The officers are to be elected at the December meeting by a **simple majority vote** of the member's present.

The President shall have the authority to appoint any other committees necessary for the operation of the club.

### ARTICLE V

Regular meetings will be held on the first Monday of each month at a time set by club members unless prior arrangements are made by the President. Special Meetings, if necessary, may be called by the President or, in his absence, by the Vice-President.

Committee meetings shall be called by the Chairman of the committee or by the President of the Club.

## ARTICLE VI

All amendments must be approved by the Board of Directors. All amendments to the constitution must be approved by a 2/3 majority vote of the members present at a regular meeting. A written notice, including a copy of the article and a copy of the proposed amendment must be mailed to all members of the club at least fifteen (15) days prior to the regular meeting at which the amendment is to be voted on. An amendment will be effective immediately upon approval.

## BYLAWS

### ARTICLE I – DUTIES OF OFFICERS

#### Section 1

The duties of elected officers shall be such as are implied by the title and the office and as designated by the constitution and bylaws of the club.

#### Section 2

The Secretary shall be required to take notes and present minutes of the meetings, answer all correspondence pertaining to the club.

#### Section 3

The Treasurer shall deposit all monies accruing to the Club from membership fees, dues, special projects, etc., in the bank approved by the Board of Directors to the Account of the Club. All checks must be signed by the Treasurer and the President. A simple majority vote of the members present at a regular meeting must approve proposed expenditures of the club. The Treasurer shall prepare a report at each regular meeting showing the financial status of the club.

#### Section 4

The Board of Directors shall attend meetings called by the President. The Board of Directors shall have the authority to recommend the suspension or expulsion of any member of the club or in any way tends to discredit the club or imperil the harmony of the club. The Board of Directors must give specific reasons for this recommendation. The suspension or expulsion of the member shall be effective immediately upon approval of a simple majority vote of the members present at a regular meeting.

### ARTICLE II – NOMINATION OF OFFICERS

Section 1

The Board of Directors shall submit a slate of officers and nominations shall also be accepted from the floor after recognition by the President.

Section 2

All officers of the club must be at least 21 years of age. Officers must be members in good standing who participate in club activities.

ARTICLE III – ELECTION OF OFFICERS

Section 1

The election of officers shall be at the regular December meeting of the club, and they shall hold office for one year.

Section 2

Election shall be by secret ballot. An officer shall be elected by a simple majority vote of members present.

Section 3

The votes shall be counted orally by three members of the club at the time of the election.

Section 4

The Board of Directors shall consist of five (5) directors. The first Board of Directors, beginning in the year 1990, shall have staggered terms of three (3) years for two (2) directors; two (2) years for two (2) directors; and one (1) year for one (1) director. Thereafter, director(s) shall be elected each year for a term of three (3) years.

The Chairman of the Board of Directors shall be selected by the whole Board of Directors. The elected members of the Board of Directors must reside in Cedar, **Three Creeks or Rock Bridge** Township(s).

ARTICLE IV – INSTALLATION OF OFFICERS

Section 1

The elected officers shall take office at the regular January meeting of the club.

ARTICLE V – COMMITTEES

Section 1

The President shall have the authority to appoint any committees which he feels are necessary for the operation of the club.

Section 2

The membership of all committees shall be effective until discharged by the President.

Section 3

The duties of the committees shall be such as are designated by the President, the constitution and bylaws of the club.

ARTICLE VI – MEETINGS

Section 1

Regular meetings shall be held the first Monday in each month at a time set by the club members unless prior arrangements are made by the President.

Section 2

A quorum must be present in order to conduct business. A quorum shall consist of **ten** percent of the members. **A voting member must be 18 years of age.**

Section 3

The President shall have the authority to call a special meeting at any time, after notifying the members of the club.

Section 4

Order of business shall be:

1. Meeting called to order
2. Reading of minutes
3. Treasurer's report
4. Report of Board of Directors
5. Report of committees
6. Old business

7. New business
8. Adjournment

## ARTICLE VII – DUES

### Section 1

Membership dues shall be set by the Board of Directors and approved by a 2/3 majority vote of the members present at a regular meeting. Advance notice must be given to all members before the meeting at which the dues are to be voted on.

### Section 2

All membership fees become due on January 1. Delinquent memberships shall be forfeited on April 1<sup>st</sup>.

## ARTICLE VIII – EQUIPMENT

### Section 1

Equipment belonging to the Cedar Valley Riders may be loaned or rented upon the approval of the club and/or the Board of Directors. Equipment must be accompanied by or in the care of a club member.

### Section 2

An inventory of equipment owned by the club shall be maintained by the Board of Directors.

## ARTICLE IX – CLUB COLORS AND AWARDS

### Section 1

The colors of the club shall be tan and forest green.

### Section 2

The flag shall have a tan background with green letters and a green cedar tree.

### Section 3

Horses and equipment shall be clean and well groomed when entered in any show or parade.

#### Section 4

Any and all money received by the club or club activities shall become the property of the club treasury. Any club prize money shall become property of the club treasury. Any trophy or ribbons won by club members representing the club as a group shall become the property of the club.

### ARTICLE X – AMENDMENTS

#### Section 1

All amendments shall be approved by the Board of Directors.

#### Section 2

A written copy of the proposed amendment must be mailed **or electronically transmitted** to each club member at least fifteen days before the meeting at which the proposed amendment will be voted on. This notice must also include the date of the meeting at which the proposed amendment will be voted on.

#### Section 3

The proposed amendment shall be read at the meeting and then voted on. To be adopted, the amendment must be approved by a 2/3 majority vote of the members present.

#### Section 4

A proposed amendment can be voted on and adopted only at a regular meeting.