

**(NAME) BACK COUNTRY HORSEMEN
BY-LAWS
(Date)**

ARTICLE I

Section 101 (Must be consistent with intent of BCHA Mission Statement)

The purpose of the organization is to perpetuate enjoyable, common sense use of horses in the back country, assist government agencies in the maintenance and management of trails and other back country resources, educate, encourage and solicit active public participation in wise and sustaining use of the resources that our heritage has provided for us.

ARTICLE II

MEMBERSHIP

Section 201

1. Membership shall be composed of any individual and/or family interested in promoting the purpose as stated in Article I.
2. Associate Membership may be acquired by business or organizations interested in supporting the purpose a stated in Article I.

DUES

Section 202 (Chapter needs to set dues)

1. Dues for calendar year will be thirty-five dollars (\$???.00) for immediate Family Membership, twenty-five dollars (\$???.00) per Individual Membership.
2. Thereafter, dues for the following year will be discussed and voted on at each May regular meeting.
3. Associate Membership shall be no less than fifty dollars (\$50.00) per calendar year.
4. Any person under eighteen (18) years of age not qualifying for membership with a family group may be accorded a Junior Membership for five dollars (\$5.00) per calendar year, provided written approval of parents or guardian accompanies such application for membership: the applicant is sponsored by a member in good standing.

Section 203

1. Associate Membership Certificates shall be given when yearly dues are paid.
2. All yearly dues shall be payable in January by current members.

ARTICLE III

VOTING

Section 301

1. Family Memberships in good standing shall be entitled to a maximum of two (2) votes on all matters acted upon at any regular meeting.
2. Associate members in good standing shall be entitled to one (1) vote on all matters acted upon at any regular meeting,

3. Each member sixteen (16) years of age or older, in good standing, shall be entitled to one (1) vote on all matters acted upon at any regular meeting.
4. A simple majority vote of those members present and in good standing shall be required to act on any matter brought up during any regular meeting.

ARTICLE IV

MEETINGS

Section 401

1. A regular meeting shall be held on or near the second (2) Tuesday of each month as dictated by the availability of a meeting place, provided proper notice is given at the previous meeting and/or by newsletter or email to all members. During the summer months, such meetings may be held during weekend outings at a time called for by the presiding officer, provided proper notice has been given.
2. All business shall be conducted at regularly scheduled meetings.
3. Twelve (12) voting members in good standing shall constitute a quorum for the transaction of business at any regular meeting.
4. Prior notice shall be given of all meetings.

Section 402

1. The Board of Directors shall meet at the discretion of the President, or at the convenience of a majority of the directors.
2. A quorum of three (3) directors and the chairperson or vice-chairperson shall be required to conduct business at board meetings.
3. Regular members shall be welcome at board meetings, but shall have no vote.

ARTICLE V

OFFICERS AND DIRECTORS

Section 501

1. The officers of this Organization shall consist of a President, a Vice-President, a Secretary, a Treasurer, and such other officers as the voting membership may from time to time create.
2. There shall be two (2) State Board Directors and one (1) Alternate State Board Director who will serve in the absence of either State Board Director or their inability to act, or should a vacancy(ies) be created.
3. The Board of Directors shall consist of the President, the Vice-President, the secretary, the treasurer, the two (2) State Board Directors, and the one (1) Alternate State Board Director.
4. The President shall be the Chairperson of the Board and the Vice-President shall be the Vice-Chairperson of the Board. In case of a tie vote at any board meeting, the Chairperson may cast the tie-breaking vote.

Section 502

All elected Officers and Directors must be voting members in good standing.

ARTICLE VI

POWER AND AUTHORITY OF OFFICERS AND DIRECTORS

Section 601

1. The supreme power and authority of this Organization shall be lodged in their assembled meeting, and the Officers shall conform to the wishes and instructions of such Organization. Subject to such control and direction by the Organization, the Directors shall manage and execute the affairs of the Organization.
2. When said Organization is not in session, the Directors shall have all needful authority to execute the purposes of the Organization.
3. The Directors shall have authority to approve or disapprove the paying of general expenditures up to Five Hundred Dollars (\$500.00) for anyone (1) month.
4. The President, Treasurer, and one (1) other authorized Officer or Director, picked by the Board of Directors, (none being of the same household) may co-sign checks.

DUTIES OF OFFICERS AND DIRECTORS

Section 602

1. It shall be the duty of the President to preside at all meetings of the Organization and of the Board of Directors, and to exercise general executive control over the affairs of said Organization, and to call special meetings of the membership and the Board of Directors and such other duties pertaining to the office. He/She shall be an ex-officio member of all committees. The Vice-President shall assist the President, when called upon to do so, and in the President's absence or inability to act, the Vice-President shall be vested with all the powers and duties of the President.
2. The Secretary shall record and keep the minutes of all regular, board, and special meetings; shall register the names of all members; issue notices and perform such other duties pertaining to said office.
3. The Treasurer shall collect dues, keep and dispense all funds of the Organization, and shall keep a written account of the same, which shall be open for inspection by any member in good standing, and shall furnish a written report of the state of the finances monthly, and shall be one (1) of the check signers of record, and two (2) of which may validate a check.
All funds shall be kept in a bank account.

ARTICLE VII

ELECTIONS

Section 701

1. An election of Officers and Directors shall be held at the regularly scheduled meeting in December of each year by a majority vote of those present at said meeting.
2. Nominations may be made by any member, from the floor, one (1) month prior to the election.
3. Yearly elections shall be by ballot.

TERMS OF OFFICE

Section 702

1. The term of office for all Officers shall be January 1st to December 31st of the calendar year following such election.
2. The term of office for State Board of Directors shall be for two (2) years; one (1) occurring on even years and one (1) occurring on odd years. The Alternate to serve one (1) year.
3. The President or Vice-President shall not hold the same office more than three (3) consecutive terms. There shall be no limit for services by Directors or other Officers.

ARTICLE VIII

REMOVAL OF OFFICERS AND DIRECTORS

Section 801

1. Any Officer or Director may be removed from office by a two-thirds (2/3) majority vote of those present at a regular meeting.
2. Notification of action to remove an Officer or Director shall be made at the regular meeting next preceding the meeting that the action is to be taken.
3. If an Officer or Director fails to attend a regular meeting of the Board of Directors or regular Chapter meetings for three (3) consecutive meetings, or otherwise fails to perform any of the duties involving him/her as an Officer or Director, or ceases to be a member in good standing, his/her office may be declared vacant by the President, and the vacancy filled as here-in provided.
4. Any vacancy of the Officers or Board of Directors shall be filled by the vote of the remaining Officers and Directors, but the person so elected shall hold only until the next regular election by the membership, at which meeting an election shall be held to fill the unexpired term.

ARTICLE IX

COMMITTEES

Section 901

1. A chairperson of all committees necessary for the function of this organization shall be appointed by the President or Presiding Officer at any regular meeting or at any time pertinent to the function of this Organization.
5. The committee chairperson may in turn pick a committee of members as he/she may deem necessary.

ARTICLE X

FINANCES

Section 1001

1. Sufficient funds shall be set aside, in a savings account, to cover the next year's state membership dues.
2. As funds are available, reimbursement and all other expenditures from the club treasury shall be approved at a regular meeting.
Examples such as:
 - a. Newsletter expenses
 - b. Mileage allowances for the State Directors for attendance of State Board of Directors

meeting. Such mileage is allowed to only one (1) member in each vehicle.

c. Attendance fee for State Directors to attend the State Convention.

3. The club finance records are turned over to a committee audit in November, to be ready for the December meeting.
4. The records of the Organization are to be rendered to the new Officers after the Officers of the previous year close the December meeting.

ARTICLE XI

AMENDMENTS

Section 1101

1. These by-laws may be amended or changed at any regular meeting of the Organization by a two-thirds (2/3) majority vote of those present at said meeting.
2. Notice of proposed amendments or changes to these by-laws shall be presented as a motion on the amendment and seconded, shall state proposed amendment or change, and shall be presented and read at two (2) regular meetings prior to a vote being taken.