

By



Law's

2013 By Law Committee:

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ARTICLE I – NAME

SECTION 1: The name of this organization shall be **The Skyline Corral, Inc.**

ARTICLE II – OBJECT

SECTION 1:

The Skyline Corral, Inc. is organized for the purpose of stimulating the interest of its members and the public in the breeding, care, education, and humane treatment of horses and all equestrian sports and contest and the doing of all things incident thereto.

ARTICLE III-OFFICERS

SECTION I:

- A. General management of the Club's affairs shall be entrusted to the Board of Directors.
- B. The officers shall perform the duties prescribed by these bylaws.
- C. Officers shall be elected from the floor once each year to serve for a period of twelve months unless resigned or removed.
- D. The officers of the association shall consist of:
 - President
 - Recording Secretary
 - Treasurer
 - Speed Vice-President
 - Performance Vice-President
- E. Members accepting an office must consent to accept all responsibilities of that office and shall be obligated to attend all meetings whether regular or special called during their term. Absence from more than two (2) meetings without just cause shall result in automatic dismissal from that office. The President shall appoint a successor to hold the office if there is a vacancy until the next annual meeting.

SECTION 2:

In the event of resignation, the death or permanent disability of an officer before the expiration of his or her term of office a successor who shall hold office until the next annual meeting shall be appointed by the President, following the officer's resignation, death, etc. If the vacancy is in the office of the President, the successor shall be one of the Vice President's voted in by the board of directors.

SECTION 3:

In the event of temporary disability of an officer, the organization shall elect a member to fulfill the office following such disability to act in the place of such officer with all his or her powers while such disability continues.

ARTICLE IV – DUTIES OF OFFICERS

SECTION I: DUTIES OF THE PRESIDENT

- A. The President shall be the Chief Executive Officer of the association and shall generally supervise and direct the affairs of the organization. He or she shall appoint any special committees.

B. He or she is responsible for assuring the proper forms are filed with the IRS on a yearly basis. This shall be done in conjunction with a tax accountant as well as the Treasurer.

SECTION II: DUTIES OF THE RECORDING SECRETARY

A. He or she shall take the minutes of each meeting and send a copy to each of the organizations officers. This copy shall be sent to the officers within a reasonable amount of time following the meeting.
B. His or her records shall be open for inspection by any club member in good standing at any regular meeting.
C. He or she shall record and collect all membership applications and associated membership dues.
D. He or she shall be responsible for keeping an updated membership list from year to year. This list shall be kept updated as membership applications are received and emailed to the President and both Show Secretaries.

SECTION III: DUTIES OF THE TREASURER

A. He or she shall keep accurate financial records of this organization including but not limited to: the checkbook register, bank statements, bank reconciliation, receipts and check requests.
B. The treasurer shall deposit all funds of the association in a checking account in the name of the association in a recognized bank. The President and Treasurer names, at a minimum, are to be on all bank accounts of the organization along with having signature approval authority.
C. He or she shall disburse corporate funds and issue checks in the name of this organization.
D. Upon request, he or she shall provide the President and the board of directors and account of transactions of the organization and the financial condition of the organization (ie current balance, income, expenses, etc)
E. Financial records are to be open for inspection by the President, Board of Directors, and any club member in good standing.
F. He or she shall report every meeting the condition of the Club's finances and present an itemized financial report.
G. He or she is responsible for providing the necessary financial data for the forms are filed with the IRS on a yearly basis. This shall be done in conjunction with a Tax Accountant as well as the President.

ARTICLE V-ELECTIONS AND VOTING

SECTION 1: ANNUAL ELECTION

A. Nomination and election of officers is to be held in one meeting so that any member nominated to an office but not elected will be eligible for another nomination to a different office.

- B. Nominations may be made from the floor at the Election of Officers Meeting.
- C. Members nominated to an office should be present at the time of the nomination; but in the event of a candidate's absence, the person nominating said candidate must have his or her consent.
- D. Election of officers shall be by secret ballot.
 - a. Youth members, those 13 and under, shall have a voice but not a vote.
- E. Balloting for each office immediately follows nominations from the floor for that office.
- F. If there is only one nominee for an office, a ballot vote is not necessary.
- G. Installation of the new officers shall take place January 1st.
- H. Officers shall be elected for a period of one (1) year

SECTION 2: VOTING

- A. Members must be in good standing to vote.
- B. Youth members 13 and under can have a voice but cannot vote.
- C. The President does not vote - he or she shall only vote in the case of a tie.

ARTICLE VI – MEETINGS

SECTION 1: ANNUAL ELECTION OF OFFICERS MEETING

- A. The annual meeting shall be the Election of Officers Meeting in which new officers are elected. It shall be the duty of the President to call this annual meeting if a place and date has not been decided upon at the previous meeting. Notice in writing via hard copy or electronic email shall be sent to the club members by the Corresponding Secretary within thirty days.

SECTION 2: ANNUAL SPRING MEMBERSHIP MEETING

- A. The annual Spring Membership meeting shall occur prior to the start of the show season. It shall be the duty of the President to call this annual meeting if a place and date has not been decided upon at the previous meeting. Notice in writing via hard copy or electronic email shall be sent to the club members by the Corresponding Secretary within thirty days.

SECTION 3: ADDITIONAL MEETINGS

- A. The number of meetings of the officers and directors between regular meetings of the Corral will be left to the discretion of this group. Following the Election of Officers meeting, it is required that there is at least one Performance Board Meeting, as well as at least one Speed Board Meeting, with the new officers to discuss the upcoming show season.

SECTION 4: ORDER OF BUSINESS

- A. Call to Order
- B. Roll Call
- C. Reading of minutes of previous meetings
- D. Itemized report of Treasurer
- E. Old Business

- F. New Business
- G. Announcements
- H. Adjournment

SECTION 5:

In the event that any occasion arises not covered by the by-laws, the Roberts Rules of Order shall govern.

ARTICLE VII: MEMBERSHIP & DUES

- A. Current members must have their dues paid by the Election of Officers Meeting to be able to take part in the Election of Officers Meeting.
 - a. First time members will be eligible at the time of membership acceptance.
- B. The dues shall be as follows:
 - a. New Members/Renewal:
 - i. Family \$25
 - ii. Single \$15
- C. A family includes: Spouses, mother and father, dependents under 21 years of age living in the same household. A family membership is also at the discretion of the Board of Directors. **(**Changed 4/19/2015 at Workbee meeting – see Revisions at end.)**
- D. Dues must be paid at the Election of Officers Meeting if the member is in attendance and will vote. Membership will run from December 1 through November 30. Any member that joins at the last show of the season or after September 1st; their membership carries into the following year.
- E. All dues of a club member must be paid in full to be considered in good standing in order to be entitled to a vote or a voice in the meetings.
- F. Delinquent members, those with unpaid memberships, are to be dropped. In order to rejoin, a new application must be presented.
- G. Guest of members may attend meetings, but only those holding paid-up memberships shall be allowed to vote.
- H. A special meeting may be called by the President at any time he/she can get a quorum of members to attend.
- I. A quorum shall consist of 30% of membership eligible to vote. *revised on 1/16/16
- J. Decisions of the executives are final except when overruled by a 2/3 majority vote by member present at a regular or special meeting of the membership. *added on 1/16/16

ARTICLE VIII-Discipline

SECTION 1: Charges –

Any member may prefer charges against a member for alleged misconduct prejudicial to the best interests of the Club. Written charges with specifications must be filed with the President. The President shall promptly call a Board Meeting to present the charges to the Board and the Board shall first consider whether the actions alleged in the charges, if proven, might constitute conduct prejudicial to the best interests of the Club. If the Board considers that the charges do not allege conduct which would be prejudicial to the best interests of the Club it may refuse to entertain jurisdiction. If the Board entertains jurisdiction of the charges, it shall fix a date of a hearing by the Board not less than three (3) weeks nor more than six (6) weeks thereafter.

The Corresponding Secretary shall promptly send one copy of the charges to the accused member by registered mail together with a notice of the hearing and assurance that the defendant may personally appear in his or her own defense and bring witnesses if he or she wishes.

SECTION 2: Rights While Under Charges –

Any member who is currently under charges is entitled to all rights and privileges of membership until suspended by the Board if the charges are sustained.

SECTION 3: Board Hearing -

Should the charges be sustained, after hearing all the evidence and testimony presented by the complainant and defendant, the Board may, by majority vote of those present, suspend the defendant from all privileges of the Club for not less than six (12) months from the date of the hearing. And, if it deems that punishment insufficient, it may also recommend that the penalty be expulsion. If the defendant is a board member, the board may recommend that the penalty be resignation from his or her position on the board in the best interest of the club. Immediately after the Board has reached a decision, its findings shall be put in written form and filed with the Recording Secretary and Corresponding Secretary. The Corresponding Secretary, in turn, shall send to each of the parties (defendant and claimant), the Boards findings and penalty, if any.

SECTION 4: Reprimand -

The Board by majority vote may issue a reprimand to a member. A reprimand is a written warning to a member after charges have been filed in accordance with the bylaws, and it is determined that the member's conduct was not severe enough to warrant a suspension or a recommendation for expulsion.

SECTION 5: Expulsion –

Expulsion of a member from the Club may be accomplished only at a meeting of the Club following a Board hearing and upon the Board's recommendation as provided in Section 3 of this Article. Such proceedings may occur at a regular or special meeting of the Club to be held within sixty (60) days but not earlier than thirty (30) days after the date of the Board's recommendation of expulsion. The defendant shall have the privilege of appearing in his or her own behalf, though no evidence shall be taken at this meeting. The President shall read the charges and the Board's findings and recommendations, and shall invite the defendant, if present, to speak in his or her own behalf if he or she wishes. The members shall then vote by secret written ballot on the proposed expulsion. A 2/3 vote of those present and voting at the meeting shall be necessary for expulsion. If the expulsion is not so voted, the Board's suspension will stand.

ARTICLE VIII -Amendments

SECTION I: Amendments to the Bylaws may be proposed by the Board of Directors or by written petition addressed to the President and signed by twenty percent (20%) of the membership in good standing. Amendments proposed by such petition shall be promptly considered by the Board of Directors and must be submitted to the members with recommendations of the Board by the Corresponding Secretary for a vote within three months of the date when the petition was received by the President and within thirty days of the next Club Meeting.

SECTION II: Bylaws may be amended by a 2/3 vote of the members present and voting at any regular or special meeting called for the purpose, provided the proposed amendments have been included in the notice of the meeting and mailed to each member at least two (2) weeks prior to the date of the meeting if said proposed amendment(s) is (are) not contained in the newsletter.

A. In the event it is voted to discontinue Skyline Corral, a vote by the membership shall be taken to decide what shall be done with the funds in the treasury.

ARTICLE IX -YEAR END AWARDS

SECTION I: General Rules

a. Awards are only for Skyline Corral Members. Members receive a year-end award based on points accumulated throughout the year for meetings, workbees, and horseshows.

b. Points for Meetings shall be as follows:

- i. Regular Meetings 5 points
- ii. Election of Officers 20 points
- iii. Workbee 15 points

c. Points will be accumulated from December 1st to November 30th of each year.

d. Each Performance and Gymkhana class will award one point for each horse in the class up to a maximum of eight points.

POINTED PLACINGS

No. of entries	1st	2nd	3rd	4th	5th	6th	7th	8th
1	1							
2	2	1						
3	3	2	1					
4	4	3	2	1				
5	5	4	3	2	1			
6	6	5	4	3	2	1		
7	7	6	5	4	3	2	1	
8	8	7	6	5	4	3	2	1

e. Any qualifying ride beyond the pointed placings in the class will award the rider with 1/100th point for record keeping purposes of class qualifiers

f. Grand Champion Halter horses only will receive fifteen (15) points. Reserve Champion Halter horses only will receive ten (10) points.

g. Show Secretaries shall keep points for the Year End Awards.

h. A work requirement must be met by any competitor over 10 years of age. This can be met at shows or fundraising events. Attending the workbee does not count towards the work requirement. This work requirement is not for additional earned points but is required to be eligible for year-end awards. The

work requirement **MUST** be fulfilled or committed to by the last show. If a member is on the board, this counts as fulfilling their work requirement. *revised on 11/14/15

- i. To be eligible for year-end awards a member must attend three out of the four speed shows.
- j. To be eligible for year-end awards a member must attend two out of the three performance shows.
- k. If a member participates in Performance and Gymkhana, he or she may receive meeting and/or workbee points in ONE division in Gymkhana and ONE division in Performance. These points do not have to mirror the division on both sides. The specification should be made at the time the membership is paid. Final decision must be made by the first show.
- l. Gymkahana points are based on the rider.
- m. Performance points are based on the horse and rider combination per show.

REVISIONS:

4/19/2015 - ARTICLE VII: MEMBERSHIP & DUES

C – Family Definition – change to definition was made and voted on at Workbee Meeting.

11/14/15 - ARTICLE IX -YEAR END AWARDS

H – Work Requirement Age amended to 10 years and older.

1/16/2016 - ARTICLE VII: MEMBERSHIP & DUES

I – A quorum shall consist of 30% of membership eligible to vote. *revised on 1/16/16

J – Decisions of the executives are final except when overruled by a 2/3 majority vote by member present at a regular or special meeting of the membership. *revised on 1/16/16

2/18/19 – ARTICLE III: OFFICERS

D: Reduced the number of officers

2/18/19 - ARTICLE IV: DUTIES OF OFFICERS

Updated Sections I, II, & III to reflect the new officer positions

2/18/19 – ARTICLE V – ELECTIONS AND VOTING

Updated the age of Youth members with a voice, but no vote to 13 years of age.