

BY-LAWS
OF
THE NORTHWESTERN
RIDING AND DRIVING
CLUB, INC.

Revised March 2012

ARTICLE I Name

Section 1. (Amended March 2012)

The name of this association shall be The Northwestern Riding and Driving Club, Inc. The association is a non-profit 501-C7 organization.

ARTICLE II Objective

Section 1. (Amended March 2012)

The objective of this association shall be to promote good fellowship, sportsmanship, and horsemanship and to provide recreation among and for horse-lovers young and old who are seeking a fun, safe environment for their families.

ARTICLE III Members

Section 1. (Amended March 2006, March 2012)

There shall be two categories of membership, individual and family.

The application for family membership by any person or persons in this association shall be interpreted to include parents and immediate children under the age of 18. Children over the age of 18 must have their own membership.

It is a condition of membership that all members agree to be bound by the code of conduct and bylaws.

Any person who is interested in horsemanship and in actively furthering the objectives and purposes of the association is eligible to become a member in good standing.

Good standing means a member who has submitted a membership application and has paid in-full the membership fee.

Section 2. Application for membership. (Amended March 2006)

Membership shall be affected by written application accompanied by the appropriate fee presented to any officer or member.

Section 3. Dues. (Amended July 1978, January 1993, March 2007, July 2009, March 2012)

Dues shall be reviewed and set annually by a majority vote of the Board of Directors, no later than June 30 of the year preceding the proposed change. To maintain the status of "member in good standing," membership renewal fees should be paid by January 30. Annual membership dues shall be due at the regular meeting succeeding the annual meeting. Applicants seventeen (17) and under may be covered by a Family membership or an Individual membership. Applicants eighteen (18) and over must have their own membership.

Section 4. Removal from Grounds/Suspension of Membership (Amended July 2009)

The event committee, by majority vote, has the ability to prohibit further participation at any event in any form by participants, judges, officials, committee members and spectators due to inappropriate conduct and request immediate removal from the grounds if deemed necessary. The Board of Directors maintains the right to suspend any member due to inappropriate conduct at meetings, trail rides, open shows, gymkhanas, peewee gymkhanas, races or other activities, without refund of dues. Reinstatement after suspension will be accomplished by written application to be voted upon at the next regular meeting, the secret ballot to be carried by a simple majority of members in good standing who are present.

ARTICLE IV

Officers and Elections

Section 1. Officers. (Amended February 1970, March 2006)

The officers of this association shall be comprised of a President, Vice President, Secretary, Treasurer and five (5) Directors.

Section 2. Elections. (Amended March 1979, July 2009, March 2012)

All officers and those Board Members up for election shall be elected at the annual meeting and installed effective January 1st following. Banquet, election, and annual meeting are to be held in the month of November.

Nominations from the floor will be accepted at the annual meeting. In order to be nominated for an officer or director position, you must be a member in good standing for at least one year and over the age of 18. Nominees must be able to attend most monthly meetings and must accept the nomination from the floor before the vote. Only members age 18+ are eligible to vote. Results of all positions will be announced once all voting is completed. Majority vote is required for an election. A tie will require a re-vote. Two, (minimum) Board of Directors that are not in contention for any position up for election, will be responsible for counting the ballots cast.

Section 3. Term of Office. (Amended February 1970, March 2006, July 2009)

The term of office for the president, vice-president, secretary and treasurer shall be for one year each. The term for each of the five directors shall be three (3) years, not to all expire in the same year

ARTICLE V

Duties of Officers

Section 1. President. (Amended March 2006, July 2009)

The President shall preside at meetings of the association and shall perform such other duties as generally pertain to his/her office under the laws of the State of Vermont and the by-laws of this association. He/She shall appoint such committees as may be required to carry out the affairs of the association and shall act as an ex-officio member of all such committees.

Section 2. Vice-President. (Amended July 2009, March 2012)

The Vice-President is responsible for the Hospitality Committee and the President's functions in the event of the absence or incapacity of the President. The Vice-President shall carry out the functions of the presidential office in the temporary absence of or the incapacity of the President, not to exceed 3 months. At other times the Vice-President shall assist the President in the conduct of the affairs of the association. See Article V, Section V for vacancies.

Section 3. Secretary. (Amended February 1970, July 2009)

The Secretary shall be the legal clerk of the Corporation under the laws of the State of Vermont and shall prepare and submit all reports required by law to be submitted to the Secretary of State, and shall retain and certify for permanent record copies of all such reports. The said officer shall maintain records of membership, record and keep the minutes of all regular and special meetings of the Club, read for approval minutes of previous meetings not yet approved by the membership. The Secretary shall send out notices to members no less than two weeks prior to regular or special meetings or other activities of the association, maintain affairs and activities.

All records and files maintained by the said officer for the association shall be delivered by the retiring officer to the person succeeding to the office or to the President at the Annual Meeting.

Section 3A. Treasurer. (Amended February 1970)

The Treasurer shall be the custodian of the association's finances; shall conduct and record all financial transactions of the association as herein prescribed; shall account for all such transactions to the association in writing at its Annual Meeting and on such other occasions as may be directed by the President or Board of Directors. The said officer shall be bonded. All funds collected in the name of the Association shall be recorded by the said officer, deposited in the name of the Association in a bank specified by the Board of Directors and disbursed by check only. Checks shall be drawn in the name of the Club by the Treasurer for such bills as are approved for payment by the Board of Director. No bills shall be paid without such approval, except that the said officer may maintain a Petty Cash Fund, not to exceed an amount set by the Board of Directors to be disbursed by check, which may be used without prior approval. The record of the Treasurer, including an inventory of all Association property showing location and estimated value, shall be prepared and presented to the President during the Annual Meeting.

Section 3B. Absence. (Amended March 2006, July 2009)

The offices of Secretary and Treasurer will assume the responsibilities of each other's duties in the temporary absence of either officer, not to exceed 3 months. See Article V, Section V for vacancies.

Section 4. Board of Directors. (Amended August 1982, September 2001, March 2006, July 2009)

The Board of Directors shall have its own chairman to not a member of the executive board. The Board of Directors shall review all of the bills presented and may authorize payment of such bills; shall select a bank for depositing Association funds; select an internal auditor to audit the Association books as deemed necessary; otherwise provide council and assistance to officers and committee members. All action by the Board of Directors requires a meeting be held by the Board of Directors shall be held and attended by all Directors and shall require support of a majority of the Board. The Board of Directors meetings are held as often as deemed necessary. A minimum of 3 meetings per year is required. Board of Director meetings are not open to the general membership. Suggestions or concerns must be submitted in writing to the Board of Directors for review. Results will be presented to the membership at a monthly meeting. See Article V, Section V for vacancies.

Section 5. Vacancies. (Amended July 2009, March 2012)

At the resignation of any officer or Board of Director, the President or Board of Directors in the case of the President can appoint an interim candidate to fulfill the position for no more than 3 months. At the expiration of 3 months a special election will be held to fill the vacant position. A warning to the members will occur no less than two weeks prior.

ARTICLE VI

Meetings

Section 1. (Amended March 1979, July 2009, March 2012)

The meetings shall be the second Tuesday of each month with the Annual Meeting in November. The President and or the Board of Directors may call special meetings with two-week notice given the membership. Special meetings shall be called when requested by a member presenting a petition to the Directors. Only members in GOOD STANDING can address the floor at meetings and/or vote.

ARTICLE VII

Amendment

Section 1. (Amended July 2009, March 2012)

Amendments to these by-laws may be moved at a regular or special meeting of the club provided that, a two week warning of proposed amendment changes are given to all members. Proposed amendments may be carried by a two-thirds vote of the members (adult) who are present. A By-

Law committee can be appointed at any regular monthly meeting as deemed necessary to review the by-laws.

ARTICLE VIII
Reimbursements

Section 1. (Amended March 2006)

Any club member shall be reimbursed from the club treasury for expenses, when pre-approved by the Board of Directors.

ARTICLE IX

Alcohol

Section 1. (Amended January 1984, January 2002, March 2012)

The Northwestern Riding and Driving Club, Inc. prohibits the use of alcoholic beverages in any form by participants, judges, officials, committee members and spectators during any Horse Show, Gymkhana, Extreme Cowboy Race or Trail Ride held on the club grounds. Committees of other activities held on the club grounds will decide what beverages will be allowed.

Revised January 1984
Revised January 1993
Revised January, 1994
Revised September, 2001
Revised March, 2006
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Revised July, 2009
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