

# HEARTLAND BUCKSKIN HORSE ASSOCIATION BY-LAWS

## ARTICLE I.

**Section 1 – Name:** The name of this organization shall be the Heartland Buckskin Horse Association (HBHA). It shall be operated at all times as a non-profit organization in accordance with the laws of the State of Iowa, by which it shall acquire all such rights granted to associations of its kind.

**Section 2 – Affiliation:** The Heartland Buckskin Horse Association shall be affiliated with the International Buckskin Horse Association (IBHA) as a charter member. All Members of this Association shall abide by this charter.

**Section 3 – Purpose:** It shall be the purpose of this organization to further improve and encourage the breeding, exhibition, sale, training and publicity of the Buckskin, Grulla and Dun horse.

**Section 4 – Location:** The principal office shall be located within the State of Iowa.

**Section 5 – Fiscal Year:** The affairs of the association shall be conducted on a calendar year basis, starting January 1<sup>st</sup> and ending on December 31<sup>st</sup>.

## ARTICLE II.

**Section 1 – Membership:** Open to any persons interested in Buckskin, Grulla or Dun horses, whether for business or pleasure.

**Section 2 – Application for Membership:** All applications for membership shall be in writing on the proper application blank and shall be accompanied by one year's dues.

**Section 3 – Classification:** There shall be four (4) classifications of memberships:

- A. Individual: Open to any individual who has attained the age of 19 on or before January 1<sup>st</sup> of the current year.
- B. Family: Includes one or two adults and all unmarried children of the immediate family under the age of 19, at the same legal address.
- C. Youth: Open to individuals age 18 years and under on or before January 1<sup>st</sup> of the current year.
- D. Lifetime

Section 4 – Termination of Membership: Memberships are non-transferable and shall be terminated upon death, resignation in writing to the Secretary, expulsion or failure to pay dues. The Board of Directors may, on written complaint of any member, request the Resignation of any member, or expel any member for ungentlemanly conduct or for good cause, including behavior detrimental to the welfare of this organization. The expulsion of a member by the Board of Directors shall be by vote of the majority of the Directors. Any member considered for expulsion shall have the right be represented and shall be entitled to a hearing on any charge preferred against him.

Section 5 – Indebtedness: Any member who becomes indebted to HBHA by either failing to pay show fees, mutually consented sponsor fees, etc., or by issuing a non-negotiable check shall be issued a thirty (30) day notice of indebtedness by the Treasurer. A copy of this notice will be sent to the President and Senior Directors. If after the thirty (30) day period, the matter of indebtedness is not resolved, President and Senior Directors will place members name on the “Suspended Persons List”. Suspended persons may show with HBHA on a “cash by class” basis, but no Iowa points will be awarded at the time or retroactively after reinstatement.

Section 6 – Suspended Persons: Any persons suspended by IBHA are automatically suspended by HBHA. They will not be allowed to attend any HBHA shows or meetings. If person is reinstated by IBHA, that person will also be reinstated by HBHA. A HBHA suspended person list will be kept by the secretary and be available with the active member list to be viewed at meetings or upon request.

### **ARTICLE III.**

Section 1 – Dissolution: In the event that HBHA were to be dissolved or become insolvent, any remaining monies are to be donated to the IBHA Scholarship Fund.

Section 2 – Affiliation with IBHA: Affiliation with IBHA cannot be changed by a new amendment or a change to an existing amendment. The only way to change the affiliation with IBHA is to dissolve the club, with all remaining monies going to the IBHA Scholarship Fund.

### **ARTICLE IV.**

Section 1 – Dues: An annual fee, as established by the Board of Directors, shall be paid for each annual membership. This fee shall be due and payable on January 1<sup>st</sup> of each year and shall be considered delinquent if not paid within thirty (30) days thereafter.

Section 2 – Dues Delinquency: After January 1<sup>st</sup>, if dues are not paid, member is not eligible for voting privileges and shall not be eligible for Heartland Buckskin points. The member can be re-instated by simply paying the current year's dues.



## ARTICLE V.

Section 1 – Officers: In order to be eligible for election as an Officer, an individual member must have attained the age of nineteen (19) by January 1<sup>st</sup> of the year the election is held. All officers and directors of this organization shall be members in good standing with HBHA. The officers of this organization shall consist of:

- A. President
- B. Vice-President
- C. Secretary
- D. Treasurer

The board of directors shall consist of a maximum of seven (7) and a minimum of four (4) individuals with two Senior Directors, each having a two (2) year term, and the remainder being Junior Directors, each having a one (1) year term. There shall be no more than two (2) family members on the Board of Directors and no more than one (1) family member can be an Officer.

Section 2 – Term of Office: The President, Vice-President, Secretary, Treasurer and Senior Directors shall be elected to two (2) year terms beginning January 1<sup>st</sup>, serving until their successors are elected and qualified. President and Vice-President shall be nominated from the current Board of Directors, but voted on by the membership. If all current Board Members refuse nomination for President or Vice-President, such offices shall be nominated from members in good standing. The Junior Directors shall be elected to one (1) year term beginning January 1<sup>st</sup>, serving until their successors are elected and qualified.

Section 3 – President: The duties of President shall be:

- A. To preside at all meetings of the members and the Board of Directors.
- B. To appoint, with the approval of the Board of Directors, such Committees as are herein provided to be appointed and any other committee that may be necessary, and to be an ex-officio member of all committees.
- C. To sign as President, together with the Treasurer, all contracts and other instruments in writing, including evidences of indebtedness, which have been approved by the Board of Directors.
- D. To call such meetings as are herein provided to be called.
- E. To see that the by-laws and such rules and regulations as may be adopted by the members of the Board of Directors are properly enforced.
- F. To supervise generally the affairs of the organization.
- G. The President shall have one vote and there shall be no voting by proxy.

Section 4 – Vice-President: The duties of Vice-President shall be:

- A. To perform the duties of the President in his/her absence or in his/her inability to serve.
- B. To perform other duties as may be directed by the Board of Directors.
- C. The Vice-President shall have one vote and there shall be no voting by proxy.

Section 5 – Secretary: The duties of Secretary shall be:

- A. To conduct correspondence of this organization and keep proper records.
- B. To send notices of all meetings herein provided to be called.
- C. To keep the minutes of the meetings of the members and the Board of Directors.
- D. To have minutes up to date and available for inspection.
- E. To read previous minutes at all meetings and send copies of the minutes to IBHA for their records.
- F. To keep an accurate list of membership, this shall be available at all meetings or upon request.
- G. To send an update of membership list to the President, and all monies to the Treasurer by the fifth of each month.
- H. The secretary is the 3<sup>rd</sup> in command in absence of President and Vice-President.
- I. To perform other duties as may be directed by the Board of Directors.
- J. The Secretary shall have one vote and there shall be no voting by proxy.

Section 6 – Treasurer: The duties of Treasurer shall be:

- A. To have custody of all funds and securities of this organization.
- B. To keep full and accurate accounts of all receipts and disbursements in appropriate account books and to present a written detailed report at each meeting.
- C. To deposit all monies and other valuable effects in the names and to the credit of this organization in such depositories as may be designated from time to time by the Board of Directors, which shall be withdrawn upon the signatures of the President and the Treasurer.
- D. To have account books open for inspection at all meetings.
- E. To send a financial report to the President by the fifth of each month.
- F. To perform other duties as may be directed by the Board of Directors.
- G. The Treasurer shall have one vote and there shall be no voting by proxy.

Section 7 – Auditing of Accounts: Auditing of all accounts shall be made annually by three (3) members who shall be appointed by the President with the approval of the Board. This shall be accomplished by March 31 of the current calendar year. The Treasurer shall be present to answer any questions.

Section 8 – IBHA Charter Delegate: The Charter Delegate is selected by the IBHA Executive Committee for a permanent position on the Delegate committee and the charter's board. The position is ongoing until a replacement is deemed required for just cause. The Charter Delegate will represent HBHA at the IBHA Annual Convention. A charter is responsible for the normal expenses incurred for their delegate to attend the Convention. Actual driving expense or coach airfare, hotel fees, convention fees and any transportation fees to or from an airport are construed as normal expenses. In addition:

- A. The Charter Delegate shall serve on the Board of Directors of his/her charter, with voting rights, for as long as he/she remains on the IBHA Delegate Committee and shall not hold office in any conflicting association. As a



- member of the charter's Board of Directors, the IBHA delegate is to abide by his/her charter club rules pertaining to their Board of Directors position.
- B. It is the Charter Delegate's priority to oversee board meetings and make sure that both IBHA rules and Robert's Rules of Order are followed.
  - C. The Charter Delegate shall have the power to pause a vote or meeting until it is handled according to IBHA and/or Robert's Rules of Order.

Section 9 – Vacancies: Vacancies in above offices shall be filled by the Board of Directors as promptly as possible. The general membership will vote on the filled vacancy at the next scheduled meeting.

## **ARTICLE VI.**

Section 1 – Board of Director Duties: The Board of Directors shall have the general direction and control of this organization.

Section 2 – Quorum: A majority of the Board of Directors shall constitute a quorum for the transaction of business.

Section 3 – Vacancies: Vacancies shall be filled by the Board of Directors as promptly as possible. The general membership will vote on the filled vacancy at the next scheduled meeting.

Section 4 – Termination: Should any Director fail to attend three consecutive meetings of the Board of Directors, or otherwise fails to perform any of the duties devolving upon him/her as Director or ceases to be a member in good standing, his/her office may be declared vacant by the Board of Directors.

Section 5 – Voting: Each Director shall have one vote and there shall be no voting by proxy.

## **ARTICLE VII.**

Section 1: Standing Committees: The President shall appoint with the approval of the board, the Show, Banquet, and Year End Committees as deemed necessary. Other committees may be formed as deemed necessary.

## **ARTICLE VIII.**

Section 1 - Meetings: The Board of Directors meetings shall be held quarterly, the time and place to be selected by the President.

- A. Special meetings of the Board of Directors may be called at any time by the President or Board of Directors, upon a ten (10) day notice given to the Directors, stating the time, date, place and purpose for such meeting.
- B. Special meetings of the membership may be called at any time by the Board of Directors upon a ten (10) day notice given to the members stating the time, date, place and purpose of such meeting.

## **ARTICLE IX.**

Section 1 – Voting and Elections: Members must be in good standing with HBHA and must be over 18 years of age unless voting for youth activities.

Section 2 – Officer Elections: To facilitate the elections of officers by all members, nominations may be submitted in advance or be made at year-end banquet, with open election performed at the same year-end banquet.

Section 3 – Amendments: Amendments to these By-Laws shall be drawn up by the Board of Directors and shall be submitted at the next meeting and may be adopted by the affirmative vote of two-thirds (2/3) of the assembled members of the organization at any duly held meeting thereof if the members have been given ten (10) days notice of such meeting and the notice has contained a copy of the proposed amendment or amendments.

Section 5 – Proxy votes: Votes by general membership will be allowed through proxy as long as it follows Robert's Rules of Order. It is the member's responsibility to notify the Secretary of not being able to attend the meeting and advising of the need to use a proxy vote. Secretary will supply member with proxy voting procedure.

## **ARTICLE X.**

Section 1 – Youth: Age limits are applicable as of January 1<sup>st</sup> of given calendar year.

- A. Youth – Eighteen (18) years and under
- B. Walk/Trot – Twelve (12) years and under
- C. Lead-Line – Six (6) years and under

Section 2 – Queens: The Senior Queen shall be age seventeen (17) to twenty four (24) as of January 1<sup>st</sup> of given calendar year and must comply with the IBHA Queen rules.

Junior Queen shall be age sixteen (16) and under and may be elected if a club desires.

The Senior Queen and/or Junior Queen duties shall include:

- A. Participation in at least 50% of the organization's shows. Participation shall be considered for helping at the shows if Queen is unable to show her horse.
- B. Represent the HBHA charter in a positive manner.
- C. Promote the HBHA charter in all horse related activities.

Section 3 – Horse Ownership: Horse must be owned by youth, family, or legal guardian to be eligible for HBHA points. (Lead-Line exempted from this rule.) Horses that are leased are allowed, but must follow IBHA rules that concern leasing.

## **ARTICLE XI.**

Section 1 – Point Tabulation Eligibility: Must be a Heartland member in good standing.

- A. HBHA points follow the horse.
- B. Youth/Amateur points follow team combination.
- C. Horse owned or leased by Heartland member.

Section 2 – Point tabulations: Points are tabulated in the following manner:

- A. If more than six (6) horses are in a class, first place horse receives six (6) points; second place receives five (5) points; third place receives four (4) points; fourth place receives three (3) points; fifth place receives two (2) points and sixth place receives one (1) point.
- B. If less than six (6) horses are in a class, the following system is used:
  - a. First place horse receives equal points to the total number of horses in class.
  - b. Second place horse receives equal points to the total number of horses in class minus one, etc.
  - c. Grand Champion will be awarded two (2) points per judge; Reserve Champion will be awarded one (1) point per judge.
- C. Points compiled on a yearly basis only.
- D. Points received only on the classes approved by the membership at the beginning of the year.
- E. Awards to be presented at the year-end banquet. Funding provided from show fees and other fundraisers.

## **ARTICLE XII.**

Section 1: The records of the organization are to be tendered to the new officers by the officers of the previous year during the first meeting held in the current year. All records are to be audited once every year by a committee appointed by the President and approved by the Board of Directors.

Section 2: All new members will be supplied a copy of the By-Laws and any additional rules and regulations when joining HBHA. Any member can request a copy of the By-Laws at any time. By-Laws will be posted on the website.

Section 3: By-Laws will be reviewed by the Board of Directors every three (3) years.



THESE BY-LAWS COMPILED BY THE BOARD OF DIRECTORS SHALL BE ADOPTED AND BE EFFECTIVE JANUARY 1, 2012. THEY SHALL BE THE GOVERNING STATUTES OF OUR CLUB UNTIL DULY CHANGED.

TO THIS WE ATTEST:

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President

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Vice-President

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Secretary

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Treasurer

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Senior Director

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Senior Director