

# **LINCOLN TRAIL RIDERS, INC.**

## **BY LAWS**

**(As amended February 2008)**

### **Introduction**

The "Article of Incorporation" and these supporting By-Laws have been drafted to insure that this corporation's activities may be accomplished in an orderly manner with the minimum amount of friction being caused whenever issues of a controversial nature arise. While not intended to be necessarily restrictive, experience has proven that well-defined zones of authority must exist in order to have a healthy organization.

### **Article I**

#### **NAME**

The name of this organization incorporated under the "General Not for Profit Corporation Act" of the State of Illinois is "Lincoln Trail Riders, Inc."

### **Article II**

#### **PURPOSE**

The purposes of this corporation are:

A. To give members the opportunity of learning and enjoying horsemanship through the medium of a saddle club and fellowship of other horsemen.

B. To give all its members an opportunity to promote horsemanship, sportsmanship, friendship and fellowship.

### **Article III**

#### **MEETINGS**

A. Place of meetings: Any or all meetings of the members of the Trustees will be held at an appointed place.

B. Monthly meetings of members: A monthly meeting of members shall be held on the second (2nd) Tuesday of each month at 7:30pm. At this meeting, current business shall be conducted, active committees shall report and a financial report shall be made.

1. A monthly meeting can be changed or canceled by the President or Trustees. Notification is to be made by phone, e-mail, or mail.

2. The order of business shall be as follows:

- a) Call to Order
- b) Reading of the minutes of the last meeting
- c) Addition to and/or correction of minutes
- d) Treasurer's Report
- e) Expenditures
- f) Report of committees
- g) Old Business
- h) New Business
- i) Acknowledge Visitors; Motion to accept as new Members
- j) Adjournment

C. Trustees shall meet as necessary.

\* Three (3) members of the trustees shall constitute a quorum.

D. Annual election of Trustees and Officers shall be held each year on the second (2nd) Tuesday of November at 7:30pm. New Officers and Trustees will assume office January 1st.

E. Special Meetings: Special meetings may be called at any time by the President, the Trustees or by twenty (20%) percent of the eligible voting membership.

F. Organization of Meetings: The President will preside over Annual, Special, Monthly, and Trustee meetings. Voting is ruled by a majority of members present at any Monthly, Special or Annual meeting.

#### **Article IV**

##### **ELECTIONS, VOTING AND PROXIES**

A. Each active member of the corporation 18 years of age and over is entitled to vote. No proxies will be voted. Members must be present to vote.

B. All voting for Officers and Trustees shall be secret ballot. A candidate for office must receive a majority of the votes cast to be elected.

C. Nominations: The President will appoint a nominating committee of three at the August Meeting. Nominations will also be open from the floor.

D. To be eligible to run for office of President or Vice-President, Secretary, Treasurer, Show Committee Chairperson, and Trustee, a candidate must have been a member in

good standing of the club for one (1) year from date of membership. Nominating committee is ineligible to run for office.

E. All Officers and Members of the Trustees must be 18 years of age or older.

## **Article V**

### **OFFICERS**

A. President: The President shall be elected by a majority vote of the eligible voting members present at the annual meeting of the members, and shall serve for a term of one (1) year or until his or her successor has been duly elected or appointed and qualified. He or she will be notified of all committee meetings. He or she shall preside over meetings of the Trustees and its members. He or she shall have the power to appoint such committees as he or she deems necessary from time to time and shall have all the general powers and duties generally incident to the office of the President.

B. Vice-President: The Vice-President shall be elected by a majority vote of the eligible voting members present at the annual meeting of the members, and shall serve for a term of one (1) year or until his or her successor has been duly elected or appointed and qualified. He or she shall perform the usual duties incident to the office of the Vice-President, including the performance of all duties and the exercise of all the Powers of President during the President's absence or disability. Additional duties will include: collecting as many new sponsors as possible; coordinating getting members involved in obtaining additional sponsors; coordinate collections of renewing sponsors – make sure effort was made to renew all. Also included will be to put together the show bill, submit to a print shop and get draft copies only; submit draft copies to the President and Show Chairperson for approval, mass print approved show bill and coordinate with Public Relations Committee of the show bills and maintaining stock.

C. Secretary: The Secretary shall be elected by a majority vote of the eligible voting members present at the annual meeting of the members, and shall serve for a term of one (1) year or until his or her successor has been duly elected or appointed and qualified. The Secretary shall attend all the meetings of the Members, and of the Trustees, and shall preserve in books of the corporation, true minutes of the proceedings of all such meetings. He or she shall give all notices required by statute, by-laws or resolution. He or she shall perform such other duties as may be delegated to him or her by the Trustees. In the absence of the President and Vice-President, the Secretary shall preside over the meeting. The Secretary will be responsible for any state paperwork required to be submitted and any correspondence required by the Lease.

D. Treasurer: The Treasurer shall be elected by a majority vote of the eligible voting members present at the annual meeting of the members, and shall serve for a term of one (1) year or until his or her successor has been duly elected or appointed and qualified. The Treasurer shall have custody of all corporate funds and securities, and

shall keep books belonging to the corporation, showing full and accurate accounts of all receipts and disbursements. He or she shall deposit all money, securities and valuable effects in the name of the corporation, in such depositories as may be designated by the Trustees. He or she shall disburse funds of the corporation as may be ordered by the Trustees, taking proper vouchers for such disbursements. The Treasurer's books shall be audited annually by the Trustees. Money deposited may be withdrawn by check, signed by the Treasurer and counter-signed by either the President, Vice-President or others designated by the Trustees. Designated signer and co-signer can not be related. The Treasurer will also maintain membership and release forms.

E. Show Committee Chairperson: The Show Committee Chairperson shall be elected by a majority vote of the eligible voting members present at the annual meeting of the members, and shall serve for a term of one (1) year or until his or her successor has been duly elected or appointed and qualified. Show Committee Chairperson shall present to the club proposed changes in classes/rules and set up show dates to be proposed and voted in my members. He or she will hire the judges for the show and pay the judges the day of the show. He or she will coordinate workers for all shows/work days and make sure shows are set up and run smoothly. He or she shall develop entry/release forms and sign up sheets as needed. He or she will pick out and order ribbons and high point trophies. He or she shall perform the usual duties incident to the office of the Horse Show Chairperson. The Show Committee Chairperson has the authority to appoint an assistant or committee to delegate & assist in the discharging of the duties of this position.

## **Article VI**

### **TRUSTEES**

A. Number and term of Trustees: The business, property and affairs of this corporation shall be managed by the Trustees, composed of four (4) persons who shall be members of the corporation. Each Trustee shall hold office for a term for which he or she is elected or until his or her successor has been elected and qualified.

B. Classification of Trustees: Two (2) Trustees shall be elected for a term of two (2) years to succeed the two (2) Trustees whose terms then expire. Nothing herein shall be construed to prevent the election of a Trustee to succeed himself.

C. Vacancies: If the occasion should arise where a vacancy in the Trustees would become necessary to fill, whether by abandonment of office by incumbent or removal from office for good and sufficient reason, the Trustees may appoint a temporary replacement until a special election for the purpose of electing a replacement to fill the unexpired term. Trustees must have current and updated club membership to hold office or they will be subject to removal from their position.

D. Power to make By-Laws: The Trustees shall not have the power to make or amend any by-laws without the sanction of the organization as a whole. A by-law may be

added, amended or repealed by a two-thirds (2/3) of the voting membership present at the monthly or special meeting called for that purpose. The February meeting will be set aside for any by law amending and written notice will be given, via the monthly newsletter, to members of the upcoming by law amending meeting.

E. Power to appoint Officers and Agents: The Trustees shall have the power to appoint such other officers and agents as the board may deem necessary for the transaction of the business of the corporation.

F. Delegations of Powers: If the occasion should arise where it would become necessary to replace an officer, whether by abandonment of office by incumbent or removal from office for good and sufficient reason, the Trustees may appoint a temporary replacement until a special election for the purpose of electing a replacement to fill the unexpired term. Under no circumstances shall a person be appointed or elected to an office that currently holds another office. However, a member of the Trustees may be appointed to elect to fill an official vacancy provided he or she no longer serves as a Trustee. The Trustees will then appoint a replacement to the vacated Trustee position.

## **Article VII**

### **MEMBERSHIP AND DUES**

A. New Membership applications will be presented at a monthly meeting by the applicant(s).

B. The annual Dues: The annual dues of a person eighteen (18) years of age and older shall be fifteen dollars (\$15.00) and will be payable at the January meeting. Family membership is thirty dollars (\$30.00) and is for immediate household family members only. A one-time \$10.00 initiation fee will be charged on applications. After August 1<sup>st</sup>, membership fees will be ½ of the normal fee. A late fee of \$10 will be assessed if dues are not paid end of the February meeting.

## **Article VIII**

### **CONDUCT AT CLUB ACTIVITIES**

A. Proper behavior will be required of members at all club activities. Repeat violations of this by-law, bearing a vote by the membership, with invitation/notification being presented to violator, may be cause for dropping a member's name from the membership and/or dismissal from such said property and club sponsored activities. Whatever board members are present at a function may vote to dismiss an offending member from that function if a member's behavior is deemed inappropriate.

B. There shall be no intoxicating beverages or liquors allowed at any club activity, except by permission of membership vote.

## **Article IX**

### IMPEACHMENT

A. Any Officer may be impeached when impeachment is recommended by a majority vote of the Trustees and the motion to impeach will be put before the membership for a vote. If the motion received a majority vote, the officer will be replaced by a membership vote.