

By-Laws

ARTICLE I
SADDLE CLUB NAME

The name of this Club shall be Shiloh Saddle Club.

ARTICLE II
PURPOSE OF CLUB

The purpose of this Club will be to promote horses, horsemanship, leadership, and good sportsmanship.

ARTICLE III
ELECTION AND DUTIES OF OFFICERS

To hold an office you must be a member of the club. The officers to be elected are President, Vice-President, Secretary, Treasurer; five members shall be elected to the Board of Directors. The nominee for the Board of Directors receiving the largest number of votes shall be the Chairman of the Board of Directors. All officers shall be ex-officio members of the Board.

The officers shall be elected at the year-end meeting by a secret ballot. An officer shall be elected by majority vote of the members present. Officers shall take office on January 1. Term for officers and Board of Directors is January 1-December 31.

There shall be four standing committees: Auditing Committee, Nominating Committee, Show Committee, and Trail Committee. The Auditing Committee and the Nominating Committee will consist of the officers and the Board of Directors. Members of the club will be responsible for volunteering for the Show Committee and the Trail Committee. The President shall oversee all committees and have the authority to appoint any other committees necessary for the operation of the Club.

- Sec. 1 The duties of elected officers shall be such as are implied by the title of the office and as designated by these By-laws of the Club.
- Sec. 2 The Secretary shall be required to take notes and present minutes of the meetings, send monthly newsletters and answer all correspondence pertaining to the Club.
- Sec. 3 The Treasurer shall deposit all monies accruing to the Club from membership fees, dues, special projects, etc. in the bank to the account of the Club. The Treasurer or the President must sign all checks. The President and Treasurer must be bonded for \$5,000. The bonding fee is to be paid by the Club. A simple majority of the members present at a regular meeting must approve proposed expenditures of the Club, other than regular monthly bills, which will be paid by the Treasurer with the

approval of the President. Regular monthly bills are to be reported along with any other expenditure at regular monthly meetings by a Treasurer's report. The Treasurer's books shall be reviewed and signed by the Board of Directors at the end of each term of office. At least two members shall assist the Treasurer at the end of each show with counting and preparing the money for deposit.

If the club should dissolve for any reason, any money in the Club's name will be given to a charitable organization, determined by the Board of Directors.

ARTICLE IV NOMINATION OF OFFICERS

- Sec. 1 The Nominating Committee shall select members to be nominated for each elective office of the Club. The Nominating Committee must meet before the regular meeting at which elections will be held.
- Sec. 2 All officers of the Club must be at least 18 years of age. Officers must be members who participate in Club activities.
- Sec. 3 Nominations shall be presented by the Nominating Committee. Nominations may be accepted from the floor after recognition by the President.

ARTICLE V DUES AND MEMBERSHIPS

A membership consists of an individual or immediate family members living in the household. The annual fee for an individual membership entitles that person to one vote in Club business. The annual fee for a family membership grants two votes in Club business. In order to vote, members must be eighteen years old or older.

Any member of the Board of Directors shall have the authority to suspend any member of the club with appropriate justification provided to the member. The suspended member has the right to appeal to the Club for reinstatement. Reinstatement will occur with a 2/3-majority vote. Suspended members shall not have rights to vote or participate in Club activities during suspension.

Voting members, at the year-end meeting, shall determine annual dues. The membership year is January 1-December 31. Show points will begin when dues are paid in full.

ARTICLE VI
MEETINGS

- Sec. 1 The Club shall hold general membership meetings on a monthly basis from October through April. The meeting dates are to be determined by the general membership at the January meeting. The dates may be changed, as the membership deems necessary. The President and/or the Board of Directors may call meetings during May through September on an “as-needed” basis.
- Sec. 2 A quorum must be present in order to conduct business. A quorum shall consist of a minimum of ten voting members.
- Sec. 3 Any member of the Board of Directors shall have the authority to call a special meeting at any time with notification to the members of the Club.
- Sec. 4 Order of Business shall be:
- A. Meeting called to order
 - B. Reading of the minutes
 - C. Treasurer’s report
 - D. Report of the Board of Directors
 - E. Report of committees
 - F. Old business
 - G. New business
 - H. Adjournment

ARTICLE VII
AMENDMENTS

- Sec. 1 All amendments shall be recommended by the Board of Directors.
- Sec. 2 A copy of the proposed amendment must be made available to each Club member at least fifteen days before the meeting at which the proposed amendment will be voted on. This notice must also include the date of the meeting at which the proposed amendment will be voted on.
- Sec. 3 The proposed amendment shall be read at the meeting and then voted on. To be adopted, the amendment must be approved by a 2/3-majority vote.

ARTICLE VIII
EQUIPMENT

- Sec. 1 Equipment belonging to the Shiloh Saddle Club will not be loaned out or rented to any other organization or individual without the consent of the Board of Directors and the supervision of at least one member of the Board of Directors.
- Sec. 2 An inventory of equipment owned by the Club shall be maintained by the Board of Directors.

ARTICLE IX
CLUB COLORS

The colors of the Club shall be Black and Gray. The flag shall have a Gray background with Black letters.

ARTICLE X
USE OF PRIVATE INFORMATION

Recognizing that the relationship with members is based on trust and that members expect Club leaders to act responsibly, Club leaders will hold themselves to the highest standards in the safekeeping and use of private information provided by members.

Private Information Defined—Private information consists of items included on membership forms (e.g., names, addresses, email addresses, phone numbers, birth date information) as well as activity/participation data (e.g., class lists, results, rosters, photos, and any other documents produced to document a member’s participation in any event). A member’s private information will be released to entities outside of the Club **ONLY IF** the member directs us to do so, if the member declares their intent in writing for us to do so, if we are compelled by law to do so, or in other legally limited circumstances.

Under normal circumstances, private information would be viewed by the President, Vice President, Secretary/Treasurer, and show staff; however, members may request to view activity/participation data (e.g. accumulated point records, attendance records, etc.). The purpose of this article is to restrict access to members’ private information by entities outside of the Club not to restrict member access to pertinent Club information.

This article will be printed on Club membership forms with information release options for the member to declare their intent for use of their private information. In addition, this article will be posted at events and event entry forms will include information release options for the entrant to declare their intent for use of their private information.