

TRI-STATE HORSEMEN'S ASSOCIATION CONSTITUTION

ARTICLE I-NAME

The name of the organization shall be "Tri-State Horsemen's Association Inc." (Herein sometimes referred to as "TSHA" or "the Association.")

ARTICLE II-PURPOSE

Section 1

To protect and serve the common interest of TSHA

Section 2

To improve and further develop the quality of horses and horsemanship through various educational methods such as: films, speakers, clinics, etc.

Section 3

To conduct TSHA activities as a non-profit, tax exempt organization as provided under section 501 (c) (7) of the Internal Revenue code.

Section 4

To provide educational grants/scholarships to TSHA members as determined, from time to time, by the scholarship/grants committee.

Section 5

To provide Recognition and Service awards for active members.

ARTICLE III-MEMBERSHIP

Membership shall be open to anyone with an interest in horses and horsemanship, regardless of age, sex, race, or place of residence.

Section 1

Individual adult members shall be entitled to vote at general meetings of this Association and shall be eligible to hold office after one years' membership in good standing at the time that he/she takes office. A member in good standing is one who has no current outstanding financial obligation to TSHA, and has paid dues no later than December 31st of the prior year, as recorded by the membership chairperson.

Section 2

Family members include parent(s), legal guardian(s), and children under the age of eighteen (18). Each adult member of a family membership is entitled to one (1) vote.

Section 3

Junior members shall consist of those persons who have not yet reached their 18th birthday by January 1st of the current year. For junior membership purposes, "birthday" shall be the 31st day of December of the year in which the member was born. (Thus, a member whose birthday occurs mid-year may join as a junior member.) Junior members are not entitled to vote or hold elected office. Junior members may be elected to committees at the discretion of the Executive Board. Adult members shall consist of those persons who have reached their eighteenth birthday by January 1st of the current year.

ARTICLE IV-OFFICERS AND DIRECTORS

Section 1

- A. The Board of Directors of the TSHA shall consist of a President, Vice President, Secretary, Treasurer, Assistant Treasurer, ten (10) Directors and the current Past President.*
- B. The Executive Board of TSHA shall consist of the Chairman of the Board of Directors and the Officers (President, Vice-President, Secretary, and Treasurer, Assistant Treasurer.*

Section 2

A. Officers and Directors shall be elected at the November annual membership meeting of the Association and shall assume their duties at the January Board of Directors meeting after being sworn in. All Officers and Directors must be a member in good standing. Officers shall serve a term of one (1) year and Directors for a term of two years. Each Officer and Director shall hold office until his/her successor shall have been elected and assumed the office or position.

B. Elections:

- 1) All ballots cast for the Annual election will be counted at the November Annual Election meeting.*
- 2) Absentee ballots will be opened and counted at the November Annual Meeting.*
- 3) The results of any electronic ballot will be delivered, opened, the results counted at the November Annual Election Meeting.*

Section 3

The Officers and Directors shall constitute the Board of Directors, which shall manage the business and affairs of the Association. The Officers and Directors shall elect a Chairman of the Board to preside at the Board of Director's meetings. In order to be considered for the Chairman of the Board, an Officer or Director must have served on the Board of Directors for a minimum of one (1) year.

Section 4

In the event a vacancy occurs in any elected board position, prior to the normal expiration, from any cause whatsoever, the Board of Directors may nominate and appoint a replacement, by a majority vote of the Board of Directors. Such appointees shall complete the term of vacancy of said Officer/ Director.

Nominees must have been a member the previous year and a current member at the time of installation. The nominee shall have no outstanding debt to TSHA.

Nothing contained in this section shall require that all Director Positions that become vacant must be filled.

In the event that a vacancy is not filled, the Board of Directors may meet and conduct business as long as a quorum of Board members is present.

Written notice of this action will be sent to the appointee.

Section 5

A.) Any Officer or Director failing to attend two consecutive Board of Director's meetings may be relieved of his/her duties as an Officer or Director.

B.) The Board of Directors shall vote on removal from office of said Officer or Director during New Business at the second failed attendance. Said Officer or Director shall be removed upon 2/3 vote of those cast in the affirmative. Written notification of this action will be sent to said Officer or Director.

Section 6

A.) Any Officer or Director may be relieved of his/her duties as an Officer or Director should that Officer or Director:

1. Be convicted of any felony, or
2. Be convicted of the most serious class of misdemeanor, or
3. Become mentally or physically incapacitated, or
4. Bring into disrepute the reputation of TSHA, or
5. Participate in conduct unbecoming an Officer or Director

B.) A meeting of the Board of Directors shall vote on the issue of removal from office of said Officer or Director and said Officer or Director shall be removed upon 2/3 vote of those cast in the affirmative. Written notice of this action will be sent.

ARTICLE V-DISSOLUTION

Upon dissolution of the Corporation, the Board shall, after paying or making provision for the payment of all of the liabilities of the Corporation, dispose of all of the assets of the Corporation exclusively for the purposes of the Corporation in such a manner, or to such organizations organized and operated exclusively for pleasure, recreation, and other non-profitable purposes, substantially similar to those of the Corporation as shall at the time qualify as an exempt organization or organizations under Section 501 (c) (7) of the Internal Revenue Code (or corresponding provisions of any future United States Revenue Law), as the Board shall determine. Any such assets not so disposed not so disposed of by the Superior Court of Windham County, or its successor, exclusively for such purpose or to such organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

ARTICLE VI-AMENDMENT

This Constitution may be added to, altered, or amended at any General meeting of this Association by a vote of not less than (2/3) two thirds of the members represented at the meeting, and there must be at least (15) fifteen members present. Notice of any proposed amendment shall be given to all members one month prior to the vote.

ARTICLE VII-INDEMNIFICATION

Persons who are, or shall be, or shall have been an Officer or Director of the Association, or Chair of a Standing Committee, and their personal representative shall be indemnified by the Association against all costs and expenses reasonably incurred by or imposed upon them in connection with or resulting from any action, suit, or proceedings to which they may be a party by reason of their belonging to or having been an Officer, or Director of the Association, or Chair of a Standing Committee, except in relation to such matters as to which they shall have finally been adjudicated in such action, suit or proceeding to have acted in bad faith and to have been liable by reason of willful misconduct in the performance of their duties as such Officer, or Director of the Association, or Chair of a Standing Committee. "Costs and expenses" shall include, but without limiting the generality thereof, attorney's fees, damages and reasonable amounts paid in settlement.

Approved at March / 2022 membership meeting

TSHA BY-LAWS

ARTICLE I- MEMBERSHIP

The membership year shall run from January 1st to December 31st of each year. All membership fees are due and payable on or before December 31st of the previous year. Payments MUST BE submitted with application for membership or renewal. Members' who have not paid their dues by December 31st as recorded by the Membership Chairperson, shall have their membership terminated. Board members or Committee Chairs may submit supporting documentation to the Membership Committee Chair for consideration of disapproval of a membership application(s), which will then be presented to the Board of Directors for action.

ARTICLE II-DUTIES OF OFFICERS AND BOARD OF DIRECTORS

Section 1

A.) The Chairman of the Board shall be elected as the first order of business at the January meeting of the Board of Directors, by and from the membership of the officers and Members of the Board of Directors. The Chairman shall preside at meetings of the Board of Directors, appoint all Standing Committee Chairs, call special meeting of the Board of Directors, perform all other duties usually assigned to this office. In the absence of the Chairman, the order of succession will determine who shall preside.

B.) The order of succession shall be as follows:

- 1. President (should the President not have been elected Chairperson)*
- 2. Vice-President*
- 3. Treasurer*
- 4. Assistant Treasurer*
- 5. Secretary*
- 6. Members of the BOD as determined by longevity on the BOD, with longevity determined by cumulative years served on the BOD as of January 1st.*

Section 2

The President shall preside at all General meetings of the Association; He or she will sign all contracts and other obligations of the Association. Contracts and/or agreements, singular or collective, of over \$1000 require approval of the Board of Directors. He or she shall appoint all committee Chairs for committees approved by the BOD other than standing committees. He or she shall call special meetings of the Association; perform all other duties usually assigned to this office. He or she shall be an ex-officio member of all committees with the exception of the Nominating Committee.

SECTION 3

The Vice-President shall, in the absence of the President, perform all duties of the President.

SECTION 4

The Secretary shall take minutes, including all persons originating motions, at all General and Board of Directors meetings, and have them available at all the Association meetings. He or she will give notice of the Annual meeting. He or she shall keep the correspondence and all records of the Association, and have the responsibility for all outgoing correspondence which has the Board of Directors approval.

SECTION 5

The Treasurer shall collect all funds due to the Association, shall have the care and custody of these funds, shall deposit same in a checking/saving account maintained in the name of the Association. He/she shall keep proper books of account, showing the funds received and the disposition of such funds. He/she shall make a report at each meeting and whenever requested to do so by the President. He/she shall act as a statutory agent for the Association. There shall be a review of the financial accounts of the Association upon the election of a new Treasurer or at least every two (2) years.

The aforementioned review shall be conducted by a committee, selected by the Chairman of the Board of Directors and approved by the Board of Directors. The committee will report its findings to the Board of Directors for further action.

SECTION 6

ASSISTANT TREASURER will work closely with the Treasurer and in the absence of the Treasurer will perform all duties and responsibilities assigned to that office.

SECTION 7

The Board of Directors shall have general supervision of the affairs of the Association between its business meetings; fix the hours, place and time of meetings; make recommendations to the Association; perform other duties as specified in these by-laws. The Board of Directors shall be responsible for upholding the Constitution and By-Laws of the association. Meetings may be held in person, on conference call or virtually.

SECTION 8

Directors shall not receive any stated salaries for their services, but nothing herein shall be construed to preclude any Director from serving the Corporation in any other capacity and receiving compensation therefore.

SECTION 9

The Past-President is a non-voting, advisory position with a one year term, expiring upon the election or re-election of a President.

SECTION 10

A.) Any Officer or Director may request an emergency leave of absence for a period not to exceed 3 months. Should the Board of Directors, upon a 2/3 affirmative vote of the votes cast, grant a leave of absence to any Officer or Director, said absence shall not be construed as grounds for removal under Article 5 of the Constitution.

B.) Should the Board of Directors grant a leave of absence to either the Secretary or the Treasurer, the Board shall appoint a member of the Board to fill that position during the absence of the Officer.

ARTICLE III-QUORUM

SECTION 1

A quorum at General and special meetings of the membership shall consist of fifteen (15) voting members present.

SECTION 2

A quorum of the Board of Directors at a meeting of that body shall consist of seven (7) voting members present.

ARTICLE IV-MEETINGS

SECTION 1

The Annual November Meeting of the Association shall be held in conjunction with the General meeting each year on such day, time and place as the Board of Directors may designate. A printed notice of the Annual Meeting of the Association shall be in a publication having a general circulation in Windham County, Connecticut, not more than thirty not less than five days before the date of such meeting.

SECTION 2

All adult members shall be notified that nominations are being accepted. The Nominating Committee shall submit nominations for Officers and Directors at the October Meeting. Nominations will close at the end of the October General meeting. Those members not present to accept the nomination will be notified and given forty-eight (48) hours from the close of the meeting to accept or decline the nomination. Within five (5) days a notification of the slate of nominated Officers and Directors will be sent to all voting members.

SECTION 3

General meetings of the Association shall be held in March, October and November on the first (1st) Wednesday of each month. The President or majority of the Board of Directors may call additional meetings.

SECTION 4

Meetings of the Board of Directors shall be held monthly on the third (3rd) Wednesday of each month. Special meetings of the Board of Directors may be called at the request of the Chairman or President or any three Members of the Board. Notice of the time and place of any special meeting of the Board shall be given at least two days previous thereto. Meetings may be held in person, on conference call or virtually.

SECTION 5

All meetings of the Association, Board of Directors or Association Committees shall be conducted in accordance with Robert's Rules of Order.

SECTION 6

The President or the Chairman of the Board and any three Board members', may reschedule any meeting of the Association.

ARTICLE V-EXPENDITURES

An annual budget prepared by the Budget /Finance Committee shall be approved by the Board of Directors prior to being presented to the membership at the November meeting and being put to a vote of the assembly. Unbudgeted expenses will be submitted to the Budget / Finance Committee for evaluation. The Budget / Finance Committee will forward a recommendation for the disposition of these unbudgeted items to the Board of Directors for their determination of expenditure.

ARTICLE VI-COMMITTEES

SECTION 1

The Association shall have the following standing committees. Said committees shall have and exercise all authority as shall be provided by the Board of Directors. Each committee shall submit a report to the Board of Directors before or at the monthly Board of Directors meeting. Committee members must be a current member of TSHA.

- *Budget / Finance: shall prepare the annual budget for presentation at the November meeting.*
- *Banquet: shall be responsible for organization and management of the annual awards banquet.*
- *Dressage Show: shall be responsible for the organization and management of the Dressage Show (s).*
- *Educational Program: shall arrange for suitable educational programs, clinics, seminars, speakers, etc.*
- *Election: Shall be responsible for conducting the Annual Election.*
- *Membership: Shall be responsible for the maintenance of the Association mailing list and membership list. The Chairman of the committee is responsible for processing membership applications and forwarding to the Board of Directors any recommendation (s) for consideration for disapproval of any membership application.*
- *Nominating: shall solicit, qualify, and submit nominations for Officers and Directors at the October General meeting.*

- Open Show: Shall be responsible for the organization and management of the Open Show (s).
- Publicity: Shall be responsible for all publicity reporting on activities of the Association through various modalities.
- Sanctions: Shall review violations, which may preclude membership in the Association and/or participation in TSHA event (s) and recommend disciplinary action (s) to the Board of Directors.
- Scholarships/Grants: Will be responsible for providing Educational Scholarships/Grants to TSHA members.
- Trail Ride: Shall be responsible for organization and management of the Trail Ride(s).

SECTION 2

Other committees, as may be needed will be appointed by the Board of Directors. All committees shall serve at the pleasure of the Board of Directors and shall keep minutes of its proceedings.

SECTION 3

All committees must submit a proposed budget for the subsequent year to the Budget/Finance Committee no later than the September Board of Directors meeting. The budget and finance committee will determine the budget of any committee failing to submit a budget as required above.

ARTICLE VII-AMENDMENT

Notice of any proposed amendment shall be given to all members one month prior to the vote. This Constitution and By-laws may be added to, altered, or amended at any General meeting of this Association by a vote of not less than two-thirds (2/3) of the votes cast by membership represented at the meeting, and therefore must be at least fifteen (15) members present, or failing a quorum of the full membership, by a unanimous vote of the full Board of Directors at the following scheduled Board of Directors meeting, or at a specially convened meeting prior to the next scheduled meeting. Notice of any approved amendment shall be posted on the TSHA website.

Approved at March / 2022 membership meeting



Code of Conduct

Tri-State Horsemen's Association commits to encouraging safe, supportive and fun horse related events. This can only happen when everyone cooperates and agrees to suitable standards of conduct.

The following are acts which TSHA considers unacceptable. Any member, volunteer or participant engaging in these acts will be subject to disciplinary action which may include but not be limited to reprimand, warning, removal from event and or suspension of membership.

1. Abuse of a horse in any way
2. Knowingly misidentifying a horse in any way
3. Moving or attempting to move any jump or marker
4. Competing under the influence of drugs or alcohol
5. Conduct that is not in the best interest of TSHA, it's members, exhibitors or volunteers
6. Using abusive language
7. Any remarks made with the intent to cast aspersions on any TSHA member, exhibitor, volunteer or show official