

# Back Country Horsemen of Utah High Desert Chapter Bylaws

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## **Article I – Name**

The name of this chapter shall be the Back Country Horsemen of Utah – High Desert Chapter.

## **Article II – Purpose**

The purpose of this organization shall be:

- To perpetuate the common-sense use and enjoyment of horses in America's back country and Wilderness areas.
- To work to ensure that public lands remain open to recreational pack and saddle stock use.
- To assist the agencies responsible for the management of public lands.
- To educate, encourage and solicit active participation in the wise and sustaining use of the back country resources by horsemen and the general public commensurate with our heritage.
- To foster and encourage the formation of new chapters of Back Country Horsemen throughout Utah.

The High Desert Back Country Horsemen will adhere to all organizational requirements established by the Utah State organization (BCHUtah).

## **Article III – Membership**

Section 1. Membership shall be open to anyone who is committed to the purposes of HDBCH as stated in Article II.

Section 2. The membership classifications shall have three classes of members: Individual, Family and Patron.

Section 3. Individual Membership: Individual membership is defined as meaning only one person eighteen (18) years of age or older. An individual member in good standing is entitled to one vote.

Section 4. Family Membership: Family membership is defined as those individuals within one immediate family unit (parents and dependent children). Each family membership in good standing is entitled to two votes, if at least two members from family are present.

Section 5. Patron Membership: A Patron membership is defined as an individual, company, or association interested in supporting the purposes stated in Article I. The Patron membership in good standing is entitled to two votes, if at least two members from that organization are present.

Section 3. Membership shall correspond to the calendar year – January 1 through December 31.

## **Article IV – Dues**

Section 1. Annual dues shall be determined by majority vote of the members present at the November meeting. Dues shall be payable on the first day of January of each year. Dues shall be considered delinquent when not paid within three months of the January 1<sup>st</sup> date. Delinquency in

payment of the annual dues shall remove a member from “good standing” and said member shall relinquish all voting rights and privileges.

Section 2. The holding of any office or membership on any committee shall be contingent upon the member being in “good standing”.

### **Article V – Voting**

Section 1. Single members shall be entitled to one vote. Each Family and Patron membership shall carry two votes, if both members are present. Only members in good standing (dues paid) may exercise the right to vote on matters of chapter business.

Section 2. A simple majority of good-standing members; is sufficient to discuss, vote and approve a motion when the HDBCH Chapter is in session.

### **Article VI – Meetings**

Section 1. Regular meetings shall be established and held at a time and place decided by a majority of the members present when the vote is called.

Section 3. Notice shall be given to voting members of all meetings within seven (7) calendar days.

Section 2. Special meetings may be called by the President or upon written request signed by any three voting members in good standing. All members will be notified at least seven (7) calendar days before a special meeting.

### **Article VII – Officers**

Section 1. The officers of the chapter shall consist of a President, a Vice President , a Secretary, a Treasurer, and such other officers as the voting membership may create.

Section 2. Any vacancy in an office shall be filled by special election as discussed in the Procedural Manual, except for the President position which shall automatically be filled by the Vice President.

Section 3. If the President cannot attend the BCHU State Board of Directors meetings, she/he will appoint a member that has the authority to represent the Chapter and vote on issues that come before the State Board of Directors. Another member(s) besides the appointed member may attend and provide input to the State Board when recognized by the State Chair but does not have the authority to vote.

### **Article VIII – Duties of Officers**

Section 1. The power and authority of this organization shall be vested in the membership. The officers shall conform to the wishes and instructions of the membership; and be subject to the rules of this document, and manage and execute the affairs of the organization. When the organization is not in session, the officers shall have all needful authority to manage the critical and urgent activities of the organization. Such actions must be shared with all members in writing within two weeks of the action taken.



Section 2. The President, or his/her representative, shall preside at all meetings. The President shall appoint committee chair(s) and shall be an ex-officio member of all committees. The President may co-sign checks for the disbursement of funds, if the membership desires. The President shall be responsible for communication between the state and/or national organization, and shall be responsible for the flow of information to and from the state meeting. The President shall see that the annual narrative and volunteer report is submitted to the State Office in a timely manner.

Section 3. The Vice President shall perform the duties of the President when absent, or by request. The Vice President may also be designated to co-sign checks for the disbursement of funds. The Vice President shall serve as the coordinator with the state and/or national organization in absence of the President.

Section 4. The Secretary shall record and keep the minutes of all regular and special meetings and perform such other duties as pertains to this office. The Secretary shall review and update, if necessary, the HDBCH Procedure Manual at least once a year and may ask another member to assist him/her. The outgoing Secretary shall pass old minutes forward to the new Secretary.

Section 5. The Treasurer shall be responsible for the financial control of the chapter funds. The Treasurer shall give financial reports to the membership on a monthly basis or whenever formal meetings are in session, shall keep financial records of income and expenditures suitable for a review and shall collect dues and maintain a "good standing" membership list. The outgoing Treasurer shall pass old records to the new Treasurer.

Two signatures are required for each check. There shall be two to four members that have the authority to sign checks. The Treasurer shall be a one of the two signers of the check(s) for any disbursement of funds.

### **Article IX – Elections**

Section 1. Officers and directors shall be elected by the membership present at the November meeting and these officers will assume office at the January meeting of the new year. Officers shall serve through the December meeting.

### **Article X – Committees**

Section 1. Committees, necessary for the functioning of the chapter, shall be created by the President with the approval of the membership.

Section 2. Committee chairmen shall be appointed by the President with the approval of the membership. Vacancies of a committee chairman shall be filled by appointment by the President.

Section 3. Committee chairmen shall select members as necessary to accomplish the functions of the committee.

## Article XI – Removal

Section 1. Any officer or member whose conduct has not been in the best interests of the chapter may be removed from participation in chapter activities by a two-thirds vote of the membership at a regular meeting.

Section 2. Notification of the intent to remove an officer or member must be made known at the regular meeting preceding the meeting that the action is to take place.

Section 3. An officer or member who is removed must be informed in writing of the action taken by the membership.

## Article XII – Amendments

Section 1. These Bylaws may be amended at any regular or special meeting by a two-thirds vote of the members present, provided that the proposed amendment(s) must be made known at the regular meeting preceding the meeting that the action is to take place. After the amendment is submitted for consideration, the Secretary or another officer will distribute the proposed amendment to all members in good standing either electronically or by mail informing them that a vote will be taken at the next meeting.

By-Laws adopted this 12TH day of May, 2022

President Mary F. Poe Mary F. Poe

Vice President Linda Alvey Linda Alvey

Secretary Noel R. Poe Noel R. Poe

Treasurer Anita Black Anita Black