

## ***SOUTH EAST HUNTER ASSOCIATION BY-LAWS***

### **ARTICLE I – GENERAL**

#### **A. NAME**

- a. The name of the organization shall be The South East Hunter Association, Inc.

#### **B. DEFINITIONS**

- a. The word “Association” when used herein means the South East Hunter Association, Inc.
- b. The word “Committee” when used herein means the Executive Committee of the South East Hunter Association, Inc., unless the context clearly requires a different meaning. The members of the Committee shall have the power of Directors.

#### **C. DISSOLUTION**

- a. The Association may be dissolved at any time by a majority vote of all the members of the Association or otherwise as provided by law.
- b. No part of the net earnings of the Corporation shall inure to the benefit of any member, trustee, director or officer of the Corporation, or any private individual [except that reasonable compensation may be paid for services rendered to or for the Corporation], and no member, trustee or officer of the corporation or any private individual shall be entitled to share in the distribution of any of the corporate assets or dissolution of the Corporation.
- c. No substantial part of the activities of the Corporation shall be carrying on propaganda, or otherwise trying to influence legislation [except as otherwise provided by Internal Revenue Code section 401 (h), and does not participate in or intervene in [including the publication or distribution of statements, any political campaign on behalf of any candidate for public office.
- d. In the event of dissolution, all of the remaining assets and property of the Corporation shall, after payment of necessary expenses thereof, be distributed to such organizations as shall qualify under section 501(C) (3) of the Internal Revenue Code of 1954, as amended, or to another organization to be used in such a manner as in the judgment of a Justice of the Supreme Court of the Commonwealth of Massachusetts will best accomplish the general purposes for which this corporation was formed.

#### **D. OBJECTIVES**

- a. The objectives of the Association shall be to serve and promote the best interests of the horsemen and horsewoman who are members of the Association involved in hunter horse type competition.
- b. To operate as a non-profit association representing its memberships.
- c. To provide annual high-score awards to the leading point winners of the South East Hunter Association shows and affiliated shows in categories to be determined by the Executive Committee and make known to the membership at the Annual Meeting. If the Executive Committee determines that a change in the awards offered is necessary after this date, they shall notify the membership.

## **ARTICLE II – MEMBERSHIP**

### **A. MEMBERSHIP**

- a. Membership in the Association shall be open to all interested persons and shall consist of Individual, Family, Individual Life, Business Member Corporate, and Farm Life.
- b. Individual members shall be of any age with annual dues of \$30. Individual Life membership is \$150.
- c. Family memberships shall consist of the parent or parents and any of their children who ***have not*** reached the age of 18 years. Family memberships shall have one vote. Annual dues for a Family membership is \$40.
- d. A farm or business shall have one [1] vote provided the representative of the business does not hold a membership in another capacity. A Corporation may not hold a seat on the Executive Committee.
  - i. Farm Life membership is \$250.
  - ii. Business Member Corporate Farm Life is \$250.
  - iii. Business Member Corporate Farm Annual is \$75.
- e. Memberships shall run from the Monday after the SEHA Finals of the current year to the Sunday of the SEHA Finals of the next year.
- f. All individuals over 18 years of age in good standing are eligible to vote.
- g. Any indebtedness owed to SEHA by an exhibitor [owner, rider, trainer or agent] must be settled within 15 days of notification or no points toward annual high score awards will be credited to that exhibitor for that show or any subsequent shows held while the indebtedness is outstanding. Further, no membership applications or entries for further SEHA shows shall be accepted until such indebtedness is cleared.

### **B. MEMBERS IN COMPETITION**

- a. In order to compete for annual Year-End Awards, individuals, families, Corporations and farms must be members in good standing of the Association. To accrue points in performance classes, the owner, ***and rider*** or leasee must be a member. For equitation points to count, the rider must be a member in good standing. Points shall accrue as of the postmarked date on the mailed envelope or when paid the day of a SEHA or affiliated show.
- b. Point standings will be periodically ***posted on the SEHA web site*** ([www.southeasthunter.com](http://www.southeasthunter.com)). Questions pertaining to standings must be directed to the Point Secretary by phone and in writing by the individual member involved within fourteen [14] days after point standings have been updated on the web site. Appeal from an adverse decision of the Point Secretary may be made to the Executive Committee through the President within seven [7] days of the Point Secretary's decision. The decision of the Executive Committee shall be final and the member shall be immediately notified of any such decision.

- c. A member, in the case of equitation, or his mount in the case of performance, must show and be judged in the same division at a minimum of four [4] SEHA recognized shows in order to accrue points for a year-end award.
  - i. If a class or division is offered less than 4 times, an exhibitor must have won points in a minimum of two [2] shows.
- d. SEHA will not limit the number of affiliated shows within the show season as long as the affiliated shows are within the geographic boundaries as stated in the SEHA By-Laws.
- e. To be eligible to receive triple points at the SEHA Finals, exhibitors must fulfill the requirements listed in "c" above.

**C. MEMBERSHIP POWERS**

- a. To elect annual members of the Executive Committee.
- b. To make changes and ratify amendments and all other changes in these bylaws.
- c. To provide input and guidance to the Executive Committee on matters regarding the operation of the Association.

**D. MEETINGS**

- a. There shall be one [1] meeting of the membership held in each calendar year for the purpose of discussing Association business and for hearing and receiving reports from various committees of the Executive Committee as may be required by the membership. Such meeting shall be held the last quarter of the year.
- b. Special meetings of the membership may be called by a majority vote of the membership or by a majority vote of the Executive Committee, provided the membership shall have been given at least ten [10] days notice in advance of any such special meeting and the reason[s] therefore.

**ARTICLE III - OFFICERS AND THE ASSOCIATION**

**A. OFFICERS**

- a. There shall be eleven [11] members who shall serve terms of two [2] years each.
- b. The officers of the Association shall be: President, Vice President, Secretary, Treasurer, Point Secretaries, and Recording Secretary.

**B. DUTIES**

- a. The President shall be the Executive and Administrative head of the Association. He/she shall supervise the affairs of the Association, see to the discharge of its functions, and coordinate its activities. He/she shall preside at all meetings and shall vote only in case of a tie. He/she shall, as a primary responsibility, be responsible for the smooth operation of each show sponsored by the Association; provided, the President may delegate, as may be necessary and reasonable, responsibilities to individual members of the Executive Committee. The President shall be compensated at a rate to be determined by majority vote of the Executive Committee.

- b. The Vice President shall perform such duties as may be assigned by the President, and shall preside at meetings during the President's absence. In addition, the Vice President shall be responsible for one of the committees of the Association as may from time-to-time be established by the Executive Committee.
- c. The Secretary shall be responsible for keeping all records and general correspondence of the Association. The Secretary shall be compensated at a rate to be determined by a majority vote of the Executive Committee.
- d. The Treasurer shall be responsible for the general financial and fiscal administration of the Association and affiliated financial matters. He/she shall be charged with the efficient administration of financial and fiscal policies set forth by the Association. He/she shall collect and keep all funds belonging to the Association and disburse those funds belonging to the payment of debts and obligations. He/she shall be responsible for submitting such reports as may be required by Federal, State and local governments. The Treasurer shall be compensated at a rate to be determined by a majority vote of the Executive Committee. He/she shall be bonded by a fidelity bond in an adequate amount; the cost of such bond shall be an expense to the Association.
- e. The Recording Secretary shall be responsible for keeping the minutes of the meeting of the Association and issue notices of such meetings. The Recording Secretary shall be compensated at a rate to be determined by the Executive Committee.
- f. The positions of Medal and Year-End Point Secretaries shall be appointed annually by the Executive Committee. Said Point Secretaries shall serve as a member of the Executive committee in an ex-officio capacity if not already a member. It shall be the responsibility of the Year-End Point Secretary to keep all show records and present reports to the membership. Any correspondence regarding such reports shall be reported to the Executive Committee. The Point Secretaries shall be compensated at a rate to be determined annually by the Executive Committee.

### **C. ELECTION OF OFFICERS**

- a. The officers of the Association shall be elected annually by the Executive Committee at the organizational meeting of each new Executive Committee. Such organizational meetings to be held within two [2] weeks of the date of the Annual Meeting. Incumbent officers shall continue to hold and exercise their offices until new officers shall have been elected.
- b. In the event there becomes a vacancy, said vacancy shall be filled by a majority vote of the Executive Committee at a regular or special meeting and said newly elected officer shall serve for the balance of the unexpired term and shall be entitled to the same rate of compensation, if any, as the officer no longer serving.

## **EXECUTIVE COMMITTEE**

- a. The purpose of the Executive Committee is to implement and serve the objectives of the Association's membership as defined in Article I.
- b. Each of the seven [7] members of the Executive Committee, except for the officers, shall be responsible for and shall chair a committee or committees as may from time-to-time be established by the Executive Committee.
- c. It shall be the responsibility of each member of the Executive Committee to report the activities of his/her committee at meetings of the Executive Committee.
- d. The Executive Committee shall meet at least eight [8] times annually, at times and places to be determined by the Committee.
- e. A member who misses three [3] consecutive regular meetings shall be considered as having resigned. A member who misses four [4] non-consecutive meetings shall also be considered to have resigned.

## **D. NOMINATIONS AND ELECTIONS**

- a. Nominating Committee: The Nominating Committee shall be composed of at least three [3] members appointed by the President and approved by the Committee. The Nominating committee shall prepare a slate of candidates annually and will advise the membership of its search. Each nominee must be a voting member of SEHA in good standing. Advance consent from each nominee shall be secured by the Nominating Committee.
- b. Mode of Election: Voting shall be done at the Annual Meeting of the membership. The ballot with the slate of nominees shall be presented to the voting members no later than ten [10] days prior to the Annual Meeting. Nothing herein shall be construed as precluding any member from being nominated from the floor at the Annual Meeting. Ballots will be prepared and tallied by the Nominating Committee and the results reported in a timely manner. A plurality of votes cast shall constitute an election. In case of a tie, a ballot for the tied nominees will be prepared and voted.
- c. Those eleven [11] nominees receiving the most votes shall be deemed to have been duly elected to the Executive Committee by the membership.

## **ARTICLE IV – QUORUM**

### **A. QUORUM**

- a. A quorum of the membership shall consist of twenty [20] voting members or twenty percent [20%] of the voting members, whichever is least, no later than thirty [20] days prior to the Annual Meeting.
- b. A quorum of the Executive Committee shall consist of fifty five [55%] percent of the members of that Committee.

## **ARTICLE VI – PARLIAMENTARY PROCEDURE**

### **A. PARLIAMENTARY PROCEDURE**

- a. In the case of a question of parliamentary procedure, Roberts Rules of Order shall apply.

## **ARTICLE VI – AMENDMENTS**

### **A. AMENDMENTS**

- a. These bylaws may be amended at any general meeting of the membership at which there is a quorum present upon a majority vote of those members present and voting; provided, written notice of any such proposed amendment shall be mailed to each member at least ten [10] days prior to such meeting; provided, further, that nothing herein shall be construed as prohibiting any member from offering an amendment to these bylaws from the floor during any general or special meeting.

## **ARTICLE VII – RULES**

### **A. RULES**

- a. All Hunter/Jumper specifications not covered herein shall be in accordance with the rules of the United States Equestrian Federation [USEF], United States Hunter Jumper Association [USHJA], and the New England Horsemen’s Council [NEHC].
- b. Point scoring shall be in accordance with the SEHA Point Scoring table in the SEHA “Rules & Regulations”.
- c. Classes to count for points must be conducted by the rules in accordance with USEF/USHJA, and NEHC. Affiliated shows that offer recognized classes not in accordance with these rules will not have those classes scored. For SEHA Medal Points, see current point chart.
- d. Divisions that do not correspond to USEF/USHJA, and NEHC rules; i.e., Low, Special, Local Pony and Hunter Type Pet Pony, must conform to South East Hunter Association specifications. Other specifications will not be counted for points.
- e. The Executive Committee will post on the South East Hunter website [[www.southeasthunter.com](http://www.southeasthunter.com)] a list of affiliated shows, divisions to be recognized for awards, and SEHA pointed class specifications prior to the first recognized show.

## **ARTICLE VIII – AFFILIATIONS**

### **A. AFFILIATIONS**

- a. To become affiliated, a show must have a USEF/USHJA or NEHC date approval and be a Member Show. Shows held in Massachusetts, south of the Massachusetts Turnpike, and East of Route 495 and in the State of Rhode Island only may be considered by the Executive Committee for affiliation.
- b. Applications for affiliation may be obtained from the Secretary or the SEHA web site [www.southeasthunter.com](http://www.southeasthunter.com). Filing, with all fees and a copy of the USEF/USHJA date approval included, should be completed by March 1 of each year, but in no event later than 30 days prior to the show date.
- c. Each affiliated show shall list their SEHA affiliation in a prominent position in the prize list.
  - i. To be considered for affiliation, a show offering medals plus year-end awards must offer one half of the SEHA pointed classes.
  - ii. An affiliated show with only one ring must offer a minimum of six [6] SEHA pointed divisions and three [3] SEHA Medal classes.
- d. Affiliation fees for a one day show is \$35, and for a multi-day show \$65, payable with the submission of an affiliation request form. Any show not approved by the Executive Committee shall have its fees returned. No show will be considered without full payment of fees.
- e. **Each affiliated show must have its results sent to the SEHA Point Secretary no later than 10 days after the show and include a prize list with the results.**
- f. Any affiliated show is required to send a copy of their prize list to the SEHA Point Secretary to be proof read before it is sent to print and before it is mailed.
- g. All specifications not covered herein shall be in accordance with the rules of the United States Equestrian Federation [USEF], United States Hunter Jumper Association [USHJA], and the New England Horsemen’s Council [NEHC].
- h. Application for affiliation will be accepted according to the rules of the USEF/USHJA with dates and rules to be stated on the application fee.