

Wells Gray Riders Association Constitution and By-Laws

Effective January 1, 2019

Constitution

- Name of Organization:** Wells Gray Riders Association
- Area:** Clearwater, Wells Gray Country, North Thompson Valley
- Philosophy:** Formed in 2013 as a non-profit society, with intent to provide a safe and fun environment for members of the horse community in Wells Gray Country; to promote educational and competitive activities and events in a safe and professional atmosphere; and to provide activities that encompass a variety of riding disciplines.

By-Laws

ITEM 1: Membership

- Individual
- Family – living at the same address
- Eligibility:** Any person wishing to join, who wants to participate, and who will be willing to work at club functions when available. Horse Council British Columbia membership is also a requirement for any rider participating in a club event.
- Voting Membership:** To be at least 16 years of age, with paid membership for the current year.
- Fees:** To be set by the executive.
- Expires:** Annually on 31st of December. Memberships are non-refundable.

ITEM 2: Officers

- Available Offices:** President
Vice President
Secretary
Treasurer
PR Director
Event Director(s)
Youth Director
Arena Director
Insurance Director
Director(s) At Large

Additional Director roles available as determined by Executive.

- Term of Office:** Annually, terminating at the Annual General Meeting (AGM).
Nominations and elections to be held at the AGM.
- Voting:** Each voting member with paid membership for the current year may nominate only person for each office. A nominee is not required to be in attendance but must have written acceptance provided for nominated position.
- Duties:**
- President:** To chair meetings; to act as a club spokesperson and liaison; to ensure club is in compliance with insurance requirements.
 - Vice President:** To substitute for the President when required, to arrange Executive meetings as required.
 - Secretary:** To take minutes of each club meeting; to take care of club correspondence; to maintain a book of minutes to be signed by the Secretary and the President; to maintain a list of current members and supply the Treasurer with a copy.
 - Treasurer:** To receive all club monies, issue receipts as required, pay all club authorized expenses, maintain a record of all expenses and income and provide a Treasurers Report and Bank Balance for each meeting.
 - PR Director:** To act as liaison for all matter of PR and marketing; to coordinate the monthly newsletter.
 - Event Director(s):** To coordinate club activities; to liaison between club and event coordinator(s).
 - Youth Director:** To run youth events in coordination with larger club activities.
 - Arena Director:** To act as liaison between Upper Clearwater Farmer's Institute and Wells Gray Riders Association; to oversee maintenance and safety of the arena
 - Insurance Director:** To ensure the club is in compliance with insurance requirements; to ensure participants in events have current Horse Council British Columbia membership.
 - Director(s) At Large:** to attend meetings, to vote in decisions made for the club

ITEM 3: Finances

Cheques must be signed by two of the three designated individuals. At discretion of executive, spending authority may be delegated to coordinator or committee of specific event. If the club folds, all assets and monies to be put on hold. The dispersal of assets and monies to be decided by the membership at a meeting called for this express purpose. All monies to be given to a charity(s) or non-profit society(s) of the club's choice. All decisions concerning the spending of club assets and monies to be left to the discretion of a quorum of 3 executive, up to a maximum of \$100. If any one item is to cost in excess of \$100, a general membership vote is to be held.

ITEM 4: Committees

To be nominated and elected at the AGM or executive meeting. Each committee to elect its own chairperson who is responsible for maintaining an active committee, and report to the club and executive. Any member who misses 3 consecutive meetings may be replaced, each instance to be judged by the committee chairperson on an individual basis.

ITEM 5: Meetings

Meeting procedure is to follow Robert's Rules of Order; meetings to be held each month or as required. Annual General Meeting for nomination and election of officers. There must be at least three members and the chairperson present to constitute a regular meeting at which decisions for the club can be made. The executive, with a majority consent, may make decisions on behalf of the club utilizing social media. These decisions shall be reported to the club at the next meeting.

Restrictions and General Rules

Any horse or rider whose conduct is unacceptable can and will be asked to leave the event by a member of the executive or the event coordinator.

Stallions will not be allowed at club events unless approved by and at the discretion of the executive or event coordinator. Stallions must be under the control of a responsible adult at all times.

Horses that kick must have a red tail ribbon.

Next meeting date to be set at current meeting.

Copy of constitution and bylaws to be made available to members.

Any director that misses 3 meetings in the year may be removed as director at the discretion of the executive.