

**MONTGOMERY COUNTY CHAPTER OHIO HORSEMAN'S COUNCIL, INC.**  
**BYLAWS**

**I GOVERNING BODY**

A. **GOVERNING AUTHORITY**

The governing authority of the OHC shall be vested with officers of OHC, whose powers shall be delegated in the bylaws.

B. **OFFICERS**

The board of officers of OHC shall consist of the President, Vice-President, Secretary, and Treasurer.

C. **ELECTION AND TERM OF OFFICE**

- 1) Officers shall be elected by majority vote of the general membership at the November meeting. All nominees must be an active Montgomery County Chapter member in good standing for a minimum of two years previous to nomination.
- 2) All officers elected shall be elected for a one year term, commencing on January 1st and ending on December 31st.
- 3) Officers are not restricted to one term in office.
- 4) Candidates for OHC offices may be nominated by any member of OHC.

D. **DUTIES OF OFFICERS**

The officers shall have vested the authority and responsible to:

- 1) Interpret and enforce the OHC Constitution, Bylaws, and Rules and Regulations.
- 2) Formulate and amend rules and regulations in order to serve the best interests and objectives of OHC.
- 3) Adopt temporary rules and regulations for situations not provided by the Constitution, Bylaws, or Rules and Regulations, or deemed necessary and desirable in order to serve the best interest and objectives of OHC.
- 4) Reprimand, suspend, bar completely, or otherwise discipline any member for violations of the OHC Bylaws, Rules and Regulations, or Constitution.
- 5) Budget for and administer the funds of OHC subject to the ratification and approval of the general membership.
- 6) Form standing and special committees and appoint individuals to serve on such committees
- 7) Appoint individuals and fill vacancies on the Board of Officers until the next regular election.
- 8) Approve the affiliation applications of prospective member associations.
- 9) Review and sanction the activity and competitions within the jurisdiction of OHC.
- 10) Approve activities and competitions as required by the OHC, Inc. rules.

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**II DUTIES OF OFFICERS**

**A. GENERAL DUTIES OF ALL OFFICERS:**

- 1) Each officer shall carry out his duties in a responsible manner, acting only in the best interest of OHC and its membership.
- 2) Each officer shall be prepared on his activities and areas of responsibility at meetings of the general membership.
- 3) Each officer shall follow the OHC financial policy regarding budget proposals, expense accounts, and handling of OHC monies.
- 4) Each officer shall be familiar with the rules of OHC.

**B. SPECIFIC DUTIES OF OFFICERS:**

**PRESIDENT:**

- 1) Shall be the Chief Executive Officer of Montgomery County OHC.
- 2) Shall preside at all meetings of the general membership.
- 3) Serves as an ex-officio non-voting member of all OHC committees.
- 4) Appoints committee chairpersons and members as required by OHC.
- 5) Votes only in case of a tie vote.
- 6) Shall have the ability to approve expenditures up to the amount of \$100.00 (One Hundred Dollars) one time in a period between meetings. In the event that the expenditure exceeds this authority, an amount exceeding \$100 (One Hundred Dollars) but not over \$200 (Two Hundred Dollars) may be approved by the President, with two other Officers in concurrence, one time in a period between meetings. Such expenditure will be noted at the first meeting following such approval.

**VICE-PRESIDENT:**

- 1) In the absence of the president, the vice-president shall have the powers and shall perform the duties of the president and other duties as may be prescribed by the board of officers.

**RECORDING SECRETARY:**

- 1) Shall attend all meetings of the general membership.
- 2) Maintain a roll of individuals at the meetings.
- 3) Record the minutes of the proceedings at such meetings.
- 4) Maintain all records and correspondence of OHC.

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- 5) Ensure that notices of meetings of the general membership are duly given in compliance with the rules.
- 6) Provide an agenda for the meetings of the general membership to all members receiving notices.

**TREASURER:**

- 1) Shall keep full and accurate accounts of receipts and disbursements of the OHC.
- 2) Make all disbursements for items that are contained in the operating budget.
- 3) Report in writing on the state of finances whenever so requested by the president.
- 4) Be responsible for the care and custody of the Chapter's funds.
- 5) Submit a financial statement for the fiscal year at the November meeting.

**CORRESPONDING SECRETARY:**

- 1) Can be appointed by President to assist the Recording Secretary.
- 2) And causing to send out the Monthly Newsletters, Reports to the Corral, and the OHC Quarterly Newsletter.
- 3) Could be asked to fill in for the Recording Secretary at those meetings he/she is unable to attend.

**C. RESIGNATIONS:**

Resignations of members of the Board of Officers must be submitted in writing to the Board of Officers, and shall be effective when formally accepted.

**D. REMOVAL FROM OFFICE:**

An Officer of the Montgomery County OHC may be removed from membership at a general membership meeting, and upon a vote of three-fourths of the members present. A petition for recall signed by a simple majority of the members must be presented to the secretary before any recall matter can be considered by the general membership.

**III STANDING COMMITTEES:**

The OHC Board of Officers shall annually confirm the appointment of chairpersons and members to serve as OHC standing committees. They shall have the power to appoint the following committees: Parade, Activities, Coordinating Committee, Sycamore Park Liaison, and other such committees as may be deemed necessary, and to prescribe the duties and privileges of such special committees.

**IV MEMBERSHIP**

**A. GENERAL:**

Membership is voluntary and conditional. No one can be compelled to join, nor is a Chapter or State organization under obligation to accept the membership of any applicant. Membership is accomplished upon acceptance by the applicant of the By-Laws, Rules and Regulations of OHC and the receipt of dues.

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**B. CLASSES OF MEMBERSHIP:**

- 1) Regular membership:
  - a) Open to any person eighteen (18) years of age or older.
  - b) Children of a single parent shall be considered to have the same rights as stated in Article III, Section C, paragraph 3.
  - c) Shall be entitled to one vote and to hold office.
  - d) Any person sixty-two (62) years of age or older shall be entitled to a special membership rate while retaining all regular membership privileges.
- 2) Family membership:
  - a) Open to any group of person living together as a family unit, with at least one person eighteen (18) years of age or older and spouse or mate.
  - b) Shall be entitled to two (2) votes and to hold office.
- 3) Youth membership:
  - a) Open to any person under eighteen (18) years of age as of January 1.
  - b) Shall be sponsored by an adult member with written permission of parent or guardian.
  - c) Shall not have voting or office holding rights.
- 4) Lifetime Membership:
  - a) Eligibility
    - 1) Any person over the age of eighteen (18) who has rendered important service toward meeting the goals of Montgomery County Chapter OHC, has been a member in good standing for a minimum of five (5) years and has held the position of Chapter officer or committee chair-person or served actively on a committee for at least two (2) years, may be awarded a Montgomery County Chapter Lifetime Member-ship.
    - 2) Awarded by a majority vote of those members voting at the designated Chapter meeting. Lifetime Members are exempt from paying regular dues, and shall be entitled to one (1) vote and may hold office, if eligible under OHC/Montgomery County regulations.
    - 3) Commencing with year immediately following such award, Chapter dues and fees shall be waived, and State dues will be paid by the Montgomery County Chapter for such member throughout his/her lifetime if he/she remains in good standing, or unless membership is revoked by member.

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b) Submission and Criteria for awarding Chapter Lifetime Membership:

- 1) Written Lifetime Membership nominations must be submitted to the Montgomery County Chapter President on or before July 30. The nomination must state the reasons this person is deserving of Montgomery County Chapter's highest award, and also must have signatures of four other Montgomery County Chapter members, one of which must be a Montgomery County Chapter Officer, endorsing the nomination.
- 2) Upon receipt of such nomination, the President shall discuss said nomination with the four (4) Chapter Officers and three Committee Chairs or Park Liaisons; approval will be reached by quorum.
- 3) If approved, a recommendation shall be presented to the voting membership at a meeting designated by the President; taking place on or before the September meeting. A written vote will be taken. Membership must be notified at least one month in advance of the meeting that a nomination will be presented for approval.
- 4) In order to remain confidential, no names will be published until said meeting.

5) Associate Membership

- a) Open to any group or individual desiring to support OHC by name.
- b) Shall be entitled to one (1) vote at the sponsoring county level.
- c) Shall not be entitled to hold any office.

C. RIGHTS OF MEMBERSHIP:

Rights of both regular and family memberships shall include the right to vote at OHC general membership meetings provide they are members in good attending.

D. TERM OF MEMBERSHIP:

- 1) Term of membership shall be one calendar year beginning January 1 and ending December 31.
- 2) Membership shall be renewable each calendar year by application and payment of dues provided that the member is in good standing.

V GENERAL MEMBERSHIP MEETINGS

A. DATES:

Normal day and week of OHC general membership meetings to be determined by a majority of voting members at the general membership meeting in January of each year. Yearly schedule to begin with the February meeting.

Scheduled meeting date may also be changed, due to unforeseen conflicts, by the Board of Officers or by Chapter vote. New meeting date shall be published in the Montgomery County Newsletter, at the beginning of the affected month, prominently designating change from normal schedule.

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B. **PARLIAMENTARY PROCEDURES:**

Roberts Rules of Order, latest edition, shall be the parliamentary authority for all meeting of OHC, unless otherwise agreed to by the participants by a two-thirds vote.

C. **VOTING ELIGIBILITY:**

Only those members with all fees paid and in good standing shall be entitled to vote. Each individual member, either regular or family member, shall have one vote.

D. **VOTING BY OFFICERS:**

- 1) Each member of the Board of Officers shall be entitled to one vote, except for President, who shall cast a vote only in case of a tie.
- 2) Board members shall not vote in an election unless they have first been relieved of their duties by an election committee, if a nominations committee has been appointed.

VI AMENDMENTS

A. **APPROVAL OF AMENDMENTS:**

Amendments to the Constitution and By Laws must be approved by two-thirds of the voting members at the January or July general membership meeting.

B. **AMENDMENT PROPOSALS:**

- 1) Proposed amendments may be submitted by any member or officers of OHC.
- 2) Proposals should include the number and text of the current amendment or rule, the text of the proposed amendment or rule, and the reason for the change.
- 3) Proposals to revise or amend the constitution and any By Laws shall be submitted in writing to any OHC Officer at least sixty (60) days in advance of the January or July meeting for consideration.
- 4) Amendment proposals shall be published and distributed to members for study at least thirty (30) days prior to the January or July meeting, at which time the proposal shall be considered and voted upon.

ADOPTED JUNE 1989

Revised January 1997  
Revised January 2004  
Revised January 2010  
Revised January 2013