

**Gallatin Valley
Back Country Horsemen
CONSTITUTION**

May 2003 Revision

**ARTICLE I
PURPOSE**

Section 1

The Gallatin Valley Back Country Horsemen Club (GVBCH) is a non-profit organization whose purpose is to perpetuate enjoyable, common sense use of horses in the back country, assist government agencies in maintenance and management of the resource, ensure that the Public Lands Resource remains open to recreational stock use, and educate, encourage and solicit active public participation in wise and sustaining use of horses and use by people commensurate with our heritage and the back country resources.

**ARTICLE II
MEMBERSHIP AND VOTING**

Section 1

Membership shall be open to any interested individual, family, or group willing to promote the purpose as stated in Article 1.

Section 2

Membership categories shall be:
Individual-Entitled to one (1) vote at any regular or special meeting.
Family-Entitled to two (2) votes-one vote per family member in attendance at a meeting, with a maximum of two (2).
Associate-Entitled to one (1) vote-a business or organization may acquire a membership and designate a person as the representative entitled to vote.
Honorary-Entitled to no vote, but all other rights-This may be bestowed at the discretion of the Board of Directors through majority vote, upon an individual or business whose exceptional support of this organization's activities warrants this recognition.

Section 3

Dues shall be set for each membership category by the Board of Directors and confirmed by a vote of the general membership.
Dues for Associate membership shall be no less than those for the individual membership.
Dues shall be assessed on a calendar year basis, and shall be payable as of January 1 of each year.

Dues for a member, which are delinquent as of March 1 of the year, shall be cause to drop the member from the mailing list and there shall be no exception made to this policy.

Dues paid by new members joining after October 1 of the year will be carried through for membership into the following year.

Section 4

A voting membership is considered in 'good standing' providing membership dues are paid in full to date. A simple majority of members in good standing, voting when the organization is in session at a regular or special meeting, shall be required to conduct that business requiring group action, providing a quorum (see Article III, Section 4) is present, and except for removal of Officers and/or Directors which is provided herein.

**ARTICLE III
MEETINGS**

Section 1

Regular monthly meetings shall be established and held at a time decided upon by a majority vote of the members present at a regular meeting.

Section 2

Special meetings may be called by the President, or upon written request signed by any three (3) Officers and/or Directors, or upon written request signed by ten (10) voting members in good standing.

Section 3

Board meetings shall be held at the convenience of a majority of the Directors, and shall meet at least once a month. Regular members are welcome at Board meetings but shall have no vote. When a member desires to attend a Board meeting, they may contact any Board member for the next meeting date and place.

Section 4

Twelve (12) voting members in good standing shall constitute a quorum for the transaction of business at any regular or special meeting of this organization. Eight (8) voting members in good standing shall constitute a quorum for a meeting of the Board of Directors.

Section 5

Notice shall be given of all meetings. Written notice to the entire membership must be given at least three (3) days prior to any special meetings.

Section 6

Voting Board members may appoint any members in good standing to serve as proxy representation for the purpose of voting at Board meetings. It is the responsibility of the Board member to obtain proxy representation. If the Board member fails to attend or obtain proxy representation, then the Board member shall be considered absent from the meeting.

ARTICLE IV OFFICERS AND DIRECTORS

Section 1

Officers of this organization shall be a President, Vice President, a Secretary, a Treasurer and such other Officers as the voting membership may from time to time create.

Section 2

There shall be six (6) Directors in addition to the Officers and the immediate past president will also serve as an ex officio, voting member of the Board.

Section 3

Any vacancy or vacancies in any office or in the Board of Directors, shall be filled by the Board of Directors for the balance of such term, with the Exception of President, which will automatically be filled by the Vice President.

Section 4

There shall be two (2) State Board Directors with Alternating two (2) year terms. There shall also be one "Alternate" State Board Director whose term shall be one (1) year, whose function is to provide a substitute for a State Board Director shall the need arise. The Alternate will automatically move into a State Board Director position in the event of a Vacancy, and a new Alternate Director will then Be elected by the (GVBCH) club Board of Directors. State Directors shall not have a vote at a (GVBCH) Club Board of Directors meeting unless said Director Is a current member of the (GVBCH) club Board of Directors

ARTICLE V DUTIES OF OFFICERS AND DIRECTORS

Section 1

The supreme authority of Gallatin Valley Back Country Horsemen shall be in its assembled voting members. The Board of Directors shall execute this authority when the voting membership is not assembled, but

shall follow the direction given to them by the membership and shall be responsible to them.

Section 2

It shall be the duty of the President to preside at all meetings of the organization and of the Board of Directors and to exercise general executive control over the affairs of said organization and to call special meetings of the organization of its Board of Directors, and to perform all other duties pertaining to such office. He/She shall be an ex officio member of all committees. He/She may co-sign checks for disbursement of funds. He/She will conduct a Quarterly audit of the Treasurer's books.

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Section 3

The Vice President shall assist the President when called upon to do so, and in his/her absence shall be vested with all the powers and duties of the President. He/She may do-sign checks for disbursement of funds.

Section 4

The Secretary shall record and keep the minutes of all Regular, Special and Board meetings; shall register the names of the members; issue notices and perform such other duties as pertains to such office.

Section 5

The Treasurer shall collect dues, keep and disburse all funds of the organizations and shall keep a written account of which shall be open for inspection by any member in good standing, and shall furnish a written report of the state of the finances monthly, and shall be one of the three check signers of record, any two of which may validate a check. All funds shall be kept in reputable Financial Institution account(s), with the exception of petty cash and other specified small cash funds as provided for in ARITCLE X, Section 2.

Section 6

The duties of the State Directors shall be to represent the GVBCH and be responsible to them. They shall serve as liaison between the Club and the State Board of Directors and shall inform both on actions taken or requested. He/She shall provide Club input to the State Boar of Directors and provide information from the State Board of Directors to his/her members club.

ARTICLE VI ELECTIONS

Section 1

All Officers and Directors shall be elected by a majority vote (including absentee ballots) at the regularly scheduled December meeting and their term of office shall be the next calendar year, following the date of such election.

Section 2

Director's vacancies will be filled by two (2) year terms with three (3) vacancies occurring each year.

Section 3

No Officer shall hold the same office for more than (3) consecutive terms. There shall be no limit for service by Directors.

Section 4

A nominating committee of three members shall be selected no later than one (1) month prior to regular election of officers.

Section 5

The purpose for the nominating committee shall be to provide a list of suitable candidates for this organization's Officers. Directors may be provided by the membership from the floor during the election process.

ARTICLE VII REMOVAL OF OFFICERS

Section 1

Any Officer or Director may be relieved of their duties by an action instituted by (1) a two-thirds vote of the Board of Directors or (2) by a majority vote of voting members present at a Regular or Special meeting, provided there is a quorum present.

Section 2

Any Board of Directors member missing three (3) Board meetings within a twelve (12) month period will be replaced by the Board at the next Board meeting. (Refer to Article 111, Sections 6, for Board member responsibility to obtain a proxy in case of absence.)

Section 3

Any Officer missing four (4) meetings of the twenty-four (24) regular and Board meetings within a twelve (12) month period shall be replaced by the Board at the next Board meeting following the fourth (4) occurrence.

Section 4

Any State Board Director who twice (2) fails to attend State of Director meeting or fails to obtain representation by the Alternate in a timely manner within twelve (12) months and/or report (written/oral) on State Meetings shall be removed from office and replaced by the Alternate State Board of Director.

Section 5

An Alternate who twice (2) fails to attend or report when requested by a State Board of Director in a timely manner, shall be replaced as the Alternate by an appointment of the Club Board of Directors.

ARTICLE VIII COMMITTEES

Section 1

The committees necessary for the function of this organization shall be designated by the organization's President with the approval of the Board of Directors.

Section 2

The committee chairmen will be appointed by the President with the approval of the organization's Board of Directors, and will in turn select their committee members as necessary to accomplish their committees functions.

Section 3

Notifications shall be given to the President by the committee chairman of the time, place and agenda content for an upcoming committee meeting.

**ARTICLE IX
AMENDMENTS**

Section 1

This constitution and bylaws may be amended at any regular or special meeting of the organization by a two-thirds (2/3) majority vote, provided a quorum is present and also provided that notice of such proposed amendment or amendments is presented to the organization at the regular meeting, and written notice made to the membership, preceding the action on such amendments.

**ARTICLE X
ORGANIZATIONAL EXPENDITURES**

Section 1

The GVBCH is an educational organization, without partisan activity or intent and will thereby enjoin no political donations, nor engage in sponsorship (in any form) of any partisan political campaign,

Section 2

The Treasurer may establish one or more petty cash funds as is deemed acceptable by the Board of Directors. The Treasurer will report on the amount in each petty cash fund with the normally presented report at each meeting. In no case shall a petty cash fund contain more than \$50.00.

Section 3

An annual financial audit will be performed by a committee of three (3) Board members appointed by the President and confirmed by the Board. The audit will occur following the elections of Officers and prior to the installation of the newly elected Officers.

**ARTICLE XI
LIABILITY**

Section 1

At organization rides, clinics or events involving livestock, guests attending such events shall sign a waiver of liability prior to their participation in the event. The Chairman of the event is responsible for providing said waivers and for submittal of

signed waivers to the organization Secretary promptly following the event.

**ARTICLE XII
STATE ORGANIZATION ASSOCIATION**

Section 1

The Gallatin Valley Back Country Club is a member of the Back Country Horsemen of Montana and through this membership, is associated also with the Back Country Horsemen of America Organization.

**ARTICLE XIII
ORGANIZATIONAL CONDUCT
REGULATIONS**

Section 1

The GVBCH will conduct all meetings within the meeting framework given in "Roberts Rules of Order", which shall be used as the final authority in resolving points in meeting conduct and parliamentary procedure.

Section 2

No member of GVBCH shall be considered a 'spokesman' for the GVBCH organization, without the explicit appointment by the President for a specific occasion.

Section 3

In the event that familial or domestic relationship exists between two or more Officers or Directors of the Club, the Board will identify three Officers or Directors to co-sign checks for disbursement of funds so that no conflict of interest occurs.