

GARDEN STATE HORSE AND CARRIAGE SOCIETY  
CONSTITUTION AND BY-LAWS  
CONSTITUTION

ARTICLE I: NAME

The name of this society shall be "GARDEN STATE HORSE AND CARRIAGE SOCIETY, INC."

ARTICLE II: PURPOSE

The society is formed for the following purposes: To promote the sport of carriage driving both competitively and for pleasure; educate and inform its members and the public with respect to driving methods, safety and events; to organize driving and riding events; to engage in social, intellectual and recreative purposes to the end that sociability and good fellowship among its members is strengthened and increased.

ARTICLE III: MEMBERSHIP

1. Membership shall be open to all persons having an interest in equine activities.
2. Classification of Membership:
  - Family
  - Individual
  - Honorary
  - Lifetime
  - Associate

ARTICLE IV: OFFICERS

A President, Vice-President, Secretary and Treasurer shall constitute the officers of this organization. The term of office for the President, Vice-President and Secretary shall run concurrently for one year from January 1st through December 31st. The term of the Treasurer shall run two years from January 1st to December 31st of the second year. No officer shall hold the same office for more than two consecutive terms.

ARTICLE V: BOARD OF DIRECTORS

1. There shall be vested in a Board of Directors the authority to govern the organization by directing its policies and operations in all matters relating to the objectives for which it has been formed.

1. A. The Board of Directors must sanction all society sponsored events.
2. The Board of Directors shall consist of the Officers, six elected Trustees and the immediate Past President who shall be a Director.
3. All elected Trustees shall serve a term of two years. To implement this change the first election after the adoption of this change will have three Trustees running for two year terms and three Trustees running for one year terms so that each subsequent election will be for three openings on the board and allow for continuity of the board.
4. The Board of Directors shall see that an annual audit of finances is done and made available at the February meeting.

ARTICLE VI: NONDISCRIMINATION

Membership in this organization shall not be restricted by race, creed, color, national origin or sex and shall be open to all who shall desire to uphold the goals and purpose of the Garden State Horse and Carriage Society.

ARTICLE VII: MEETINGS

1. Regular meetings shall be held once a month
2. The annual general meeting shall be held in February.
3. A special meeting may be called by the Board of Directors or by the President upon receipt of a written request to the President signed by ten (10) percent of the membership. The request must state the purpose of the Special Meeting. No business may be transacted at the Special Meeting other than that for which the meeting was called. All members must be notified in writing of the Special Meeting at least one week prior to

the meeting. At the discretion of the Board of Directors, the members requesting the Special Meeting may be assessed the expense of preparing and mailing notices.

4. A quorum for all meetings will be specified in the By-Laws.

#### ARTICLE VIII: AMENDMENTS

The constitution may be amended at any meeting by a two-thirds vote of the members present provided that there is a quorum present and provided that all members have received the amendment proposal in writing at least two weeks prior to the meeting. Publication of the proposal in the prior monthly newsletter will constitute notice even if the notice is less than two weeks.

#### ARTICLE IX: DISSOLUTION

In the event of a dissolution or termination of the Garden State Horse and Carriage Society all remaining assets will be donated to an agreed charity.

#### **BY-LAWS**

#### ARTICLE I: MEMBERSHIP DUES

1. Annual membership dues (January 1st - December 31st)

a. Annual membership dues will be due and payable by the February meeting of each year. Persons not paid by the February meeting shall not receive membership privileges.

b. New members joining during the current year will pay full membership dues, except that membership dues paid by a new member joining after October 1st of a year will be considered payment for the following year.

2. Memberships: All membership fees shall be set by the Society.

2. a. Annual Memberships

Family Membership shall include parent(s) and offspring who are under the age of 21 or no more than two adults living in the same household. Family members shall be entitled to one vote per eligible adult and shall receive one copy of each issue of the newsletter.

Individual Membership includes one adult or one child and includes one vote and one copy of each issue of the newsletter.

Honorary Membership shall be for the year in which it was issued and shall include the benefits of an individual membership.

Associate Membership shall entitle the member to ride in a carriage as a passenger or groom only and to attend meetings.

2.b. Lifetime Memberships

Lifetime Membership shall include all the privileges of Individual Membership. Lifetime members may include individuals eligible for family membership on an annual basis for an additional annual fee to be set by the society.

#### ARTICLE II: ELECTION AND APPOINTMENT OF OFFICERS AND DIRECTORS

1. The President, Vice-President and Secretary shall be elected for a one year term annually. The Treasurer shall be elected every other year for a two year term and three Trustees shall be elected each year for a two year term. The deadline for nominations is the September meeting. All nominations shall be submitted in writing to the nominating committee or made as a motion during the September meeting. Returned ballots must be received no later than the November meeting or accepted at the November meeting prior to the start of the meeting.

2. Should any member of the Board of Directors be unable to fulfill his/her term, the Board of Directors shall appoint a successor who shall hold office for the unexpired term.

3. If any officer or Director misses three consecutive meetings, he/she shall be contacted by the President of

another Officer to ascertain if that Officer or Director wishes to remain active. In those instances the Board of Directors shall meet prior to the next monthly meeting for the purpose of taking action.

### ARTICLE III: DUTIES OF OFFICERS

1. The President will preside at all meetings. He/she will call and conduct a minimum of ~~four~~ *two* Board of Directors meetings a year. The President will supervise the work of the other Officers. He/she will appoint the Chairpersons of standing committees and other committees with the approval of the Majority of Board Members present.

a. He/she will check with the Secretary before each meeting to make sure that all necessary reports, material and information is on hand.

2. The Vice-President shall assist the President in the performance of his/her duties and shall preside in the President's absence.

a. He/she shall assist and help all committee members

b. He/she shall insure all reports are ready for meetings.

### ARTICLE V: STANDING COMMITTEES

a. Election / Nominating

b. Constitution and By-Laws

c. Competition

d. Clinics

e. Driving Activities

f. Education

g. Hospitality

h. Equipment

i. Company Store

j. Membership - Maintaining roster & liability releases

### ARTICLE VI: QUORUM

1. Twenty percent of the membership will constitute a quorum for all membership meetings.

2. Two thirds majority of the members of the Board of Directors shall be present to constitute a quorum of the Board of Directors meeting.

### ARTICLE VII: AMENDMENTS

The By-Laws may be amended at any regular or special meeting provided that a quorum is present and all members have been sent the proposed amendments in writing. Publication in the newsletter shall constitute notice.

1. Amendments to the By -Laws may be proposed by any member in good standing at any regular meeting.

2. The amendments must be presented to the membership in writing.

3. The proposed amendment will be voted upon at the next general meeting.

4. Amendments must receive a two-thirds vote of members present to be passed.

### ARTICLE VIII: PROCEDURE

Roberts Rules of Order - Revised shall be the authority in all questions of Parliamentary Law.