

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

ARTICLE I NAME

This organization shall be known as the FULTON COUNTY CHAPTER, OHIO HORSEMAN'S COUNCIL, INC. (FCC-OHC).

ARTICLE II PLACE OF BUSINESS

The principal place of business shall be the State of Ohio, members may reside elsewhere.

ARTICLE III OBJECT

The Chapter is organized under the provisions of the Ohio Non-Profit Corporation code for the following purposes: To preserve and promote horses in Ohio, regardless of breed affiliation, to promote the development of facilities and activities for horses and equestrians throughout the state.

ARTICLE IV MEMBERSHIP

Membership is accomplished by making application, payment of dues to the Membership Chairperson and acceptance, by the applicant, of the Bylaws and Standing Rules of Fulton County OHC. All members of Fulton County OHC are considered active members who have paid their dues prior to October 1 of that calendar year. A membership paid after October 1st entitles the member to the benefits of membership except for the right to vote in the current year. (Membership year is a calendar year.)

Section 1.

Regular Membership

- A. Open to any person eighteen (18) years of age or older.
- B. Active member shall be entitled to one (1) vote and to hold office if eligible under Article V. (Individual membership status for an individual is unrelated to marital status.)

Section 2.

Family Membership

- A. Open to any group of persons living together as a family, including all legal dependents, with at least one eighteen (18) years of age or older.
- B. Family members eighteen (18) years of age or older shall be entitled to one (1) vote (with a maximum of two (2) votes per family) and to hold office.

Section 3.

Senior Membership

- A. Open to any person sixty-two (62) years of age or older.
- B. Shall be entitled to one (1) vote and to hold office.
- C. May belong to more than one (1) County Chapter without paying dues.
- D. Must designate which Chapter they are a voting member with for that membership year.

- Section 4. Youth Membership**
- A. Open to any person under eighteen (18) years of age as of January 1st.
 - B. Shall be sponsored by an adult member with written permission of.
 - C. Shall not be entitled to vote or hold office.
- Section 5. Associate Membership**
- A. Open to any group desiring to support the OHC.
 - B. Shall be entitled to one (1) vote at the sponsoring county level only.
 - C. Shall not be entitled to hold any office.
- Section 6. Lifetime Membership**
- A. Any person over the age of eighteen (18) who has rendered important service toward meeting the goals of OHC, has been a member in good standing for a minimum of five (5) years and has held the position of state officer, committee chairperson or committee member for at least two (2) years may be awarded a Lifetime Membership on the recommendation of the Merit Awards Committee, if approved by a majority of those members voting at a General Membership meeting. Lifetime members shall be entitled to one (1) vote and may hold office, if eligible under Article V. (Note, a lifetime member is exempt from paying dues to the state of his or her home county chapter.)

ARTICLE V OFFICERS OF THE FULTON COUNTY CHAPTER

- Section 1. Officers**
- A. The elected officers shall be a President, a Vice President, a Recording Secretary, a Treasurer, Sergeant of Arms, and two delegates.
 - B. These officers shall perform the duties prescribed in the Bylaws and Standing Rules by the parliamentary authority adopted by the Fulton County Chapter.
 - C. Chapter officers shall be elected by the general membership at the October membership meeting.
 - D. Shall be a Regular, Family, Senior or Lifetime member in good standing.
 - E. No member shall hold more than one (1) elected office concurrently.
 - F. Nominee for office shall be a member for one year and attended at least five (5) meetings prior to nomination.
 - G. The officers shall be elected to serve for one (1) year or until their successors are appointed or elected. The term of office shall begin on January 1st, with no limit to the number of terms.
 - H. In the event an officer cannot complete his or her term, an appointment shall be made by the Executive Council until a General Membership meeting and election can be held.
- Section 2. The Executive council**
- A. The Executive Council shall consist of all elected officers.

Section 3.

Obligation

- A. All Fulton County Chapter elected officers and county delegates are required to attend scheduled Chapter Executive Council and General Membership meetings.
- B. The Chapter President and Delegates are required to attend scheduled State Executive Council and General Membership Meetings.

ARTICLE VI MEETINGS

Section 1.

General Membership Meetings

- A. The General Membership shall meet the first Monday of each month. When that Monday is a holiday, the meeting will be held the following Monday. County President may determine under Executive Council direction.

Section 2.

Quorum

General Membership: Shall consist of those members present plus at least two (2) elected officers.

Section 3.

Attendance

- A. All meetings shall be open to members and guests, excluding closed door sessions.

ARTICLE VII ELECTIONS

Section 1.

Date of Elections

- A. The election of all officers shall be held at the October Chapter Membership meeting.
- B. Fulton County Chapter nominations will be taken at the August and September meetings.

Section 2.

County Chapter Nominations

- A. The meeting time and place for Fulton County Chapter elections shall be published and mailed to all Fulton County Chapter members at least twenty (20) days prior to the election meeting.

Section 3.

Voting

- A. Only active members prior to October 1 of the calendar year and are not under suspension or expulsion may vote in the county election of officers. Written roll call will be taken prior to the voting.
- B. If there is only (1) nominee to an office, than an election by voice vote shall be held.
- C. Absentee ballots are invalid.
- D. Per Robert's Rule - President shall vote, but not break a tie.
- E. Paper ballots are retained for a minimum of one year.

ARTICLE VII FINANCES

Section 1. Administrative Funds

- A. Shall be all revenue received from membership dues and special programs.
- B. All Membership dues shall be determined as needed by the membership, upon recommendation by the Executive Council.
- C. All membership dues shall be payable to the Fulton County Chapter of the OHC.
- D. Dues shall not be pro-rated for any portion of the year; however, dues received October 1 and thereafter shall entitle the member to full membership privileges commencing with January 1 of the following year.
- E. All County surcharges shall be listed on the membership forms as a separate charge from the State Membership dues.
- F. Membership dues of the FCC-OHC Treasurer shall be paid by the FCC-OHC.

Section 2. Depository of Funds

- A. The Treasurer shall determine the official depository (ies).

ARTICLE IX STANDING AND SPECIAL COMMITTEES

A county chapter may form one or more committees to further the business of the chapter. The county chapter president shall appoint all committee chairs and state the mission of each committee.

Section 1. Standing Committees

- A. Standing Committees are those committees that are directly concerned with the management and/or operations of the Fulton County Chapter:

Bylaws Committee	Public Relations Committee
Special Events Committee	Trail Mileage Committee
Trail Committee	Sunshine Committee
- B. Chairmen of the Standing Committees as listed shall be appointed by the President.

Section 2. Grievances

- A. All disputes arising among active members must be submitted in writing to the Executive Council (Article V, Section 2). Oral disputes will not be considered.
- B. Prior to initiating a grievance, the aggrieved party should request that his or her county chapter president or other chapter officer contact the Regional Representative. An attempt should be made to resolve the problem in this initial contact. If unsuccessful, the Regional Representative and the Grievance Committee Chair, Bylaws Committee Chair or a Director, as selected by the state OHC President, should meet with the parties, separately if necessary, to seek a resolution

acceptable to all parties. The Regional Representative and the selected state representative should make recommendation and assist in establishing an action plan for resolution. If this process is not successful, the grievance may proceed. The Grievance Committee may also attempt to mediate the grievance. Voluntary participation by all interested parties is encouraged. The person bringing the dispute must be willing to attend, in person. Non-attendance will cause the dispute to be moot. No further action will occur.

Section 3. Special Committees

- A. Special committees may be appointed by the President.

ARTICLE X ORGANIZATIONAL STRUCTURE

Section 1.

- A. The Chapter shall keep minutes of all chapter general, committee and executive meetings. Said minutes shall be Chapter property but, when necessary, subject to review by the OHC State Officers.
- B. Meeting times and locations shall be published on the Chapter website, facebook, as well as the yearly club calendar.
- C. Acceptance of a member to the Fulton County Chapter shall be realized by his or her acceptance of the Bylaws and Standing Rules of OHC and the FCC-OHC.
- D. Monies earned by the Fulton County Chapter activities shall be the sole property of the Fulton County Chapter earning such monies. Upon dissolution of the Fulton County Chapter, such funds shall become the property of the OHC.
- E. Ohio Trails Project (OTP) money shall be separate from the Fulton County Chapter money.
- F. All members shall conduct themselves in such a manner as to best represent the goals of the OHC. Membership may be terminated at the State or Chapter level where Officers and Members determine a member has caused, acted, or performed in an act unbecoming or in contradiction to the purpose or goals of the OHC.

ARTICLE XI DISCIPLINARY ACTION

Section 1. State and County Meetings

The County Chapter has the right to control the membership while meetings are in progress.

- A. It is the duty of the Presiding Officer to compel the assembly to observe order.
- B. When members are disorderly, noisy, attack another member's motives, speak to another member directly instead of through the Presiding Officer, or are otherwise disruptive to the assembly, the Presiding Officer or any member, by addressing the Presiding officer, may

demand the member come to order. If the member continues to be disruptive, the Presiding Officer may ask the offending member to leave the meeting.

- C. The offending member, or any member, may appeal the decision of the Presiding Officer. The Presiding Officer will then take an immediate vote of the assembly. A majority vote rules.

Section 2. General Conduct

OHC shall maintain order during its' meetings. It is the duty of the presiding officer to compel the assembly to observe order. Disciplinary actions that the OHC can impose on members are reprimands (written or oral as incident commands), suspensions or expulsions. In the case of expulsion, the person may not attend any county or state meetings or functions. Disciplinary action that the State OHC can impose on a County Chapter is either suspension or expulsion. No County Chapter on suspension shall have Executive Council voting privileges.

Section 3. Individual Reprimands, Suspensions, or Expulsions

- A. These grievances shall be submitted in writing to the Executive Council.
- B. Reprimands and Suspensions require a majority vote of the membership in attendance and voting.
- C. Expulsion requires a two-thirds (2/3) vote of the membership in attendance by written vote.

Section 4. County Chapter Suspensions or Expulsions

- A. These grievances shall be submitted in writing to the Grievance Committee of the State OHC following the procedures as outlined in Article X, Section 2 of the OHC Bylaws.
- B. County Chapter suspension shall be decided by a majority vote of the State Officers.
- C. Within one (1) year, recommendations for permanent action will be presented to the membership at a State General Membership meeting. Any appeals must be made in writing to the State President thirty (30) days prior to this meeting. A member representing the County must also be present during this meeting.
- D. Expulsion of any County Chapter requires a two-thirds (2/3) written vote of the membership in attendance and voting.

ARTICLE XII AMENDMENTS TO THE BYLAWS

Section 1. Proposed Amendments

- A. Shall be referred to the Bylaws Committee, in writing, for review and recommendation.

Section 2. Role of the Executive Council

- A. Shall have referred to it, by the Bylaws Committee, all proposed amendments to the Fulton County Chapter OHC Bylaws and shall submit its recommendations, based upon those of the Bylaws Committee, to the General Membership.

- Section 3. **Distribution**
A. Notice of the proposed changes shall be made to all Fulton County Chapter publications at least one (1) month preceding a Membership meeting for which time has been scheduled for the purpose of voting on the proposed amendments.
- Section 4. **Approval for Adoption**
A. Amendments shall require two-thirds (2/3) vote of the general membership voting at the General Membership meeting.

ARTICLE XIII PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Roberts Rules of Order, Newly Revised, shall govern all assemblies of OHC to the extent not inconsistent with the Charter, the Bylaws, the Standing Rules and any special rule of order which the OHC may adopt.

FULTON COUNTY OHIO HORSEMAN'S COUNCIL CHAPTER, INC. STANDING RULES

GENERAL:

1. All Fulton County Chapter members shall conduct themselves in a manner to best represent the goals of the Ohio Horseman's Council, Inc.

MEMBERSHIP DUES: (Bylaws: Article VIII, Section B)

1.	Annual dues are:	Regular:	\$15.00
		Family:	\$25.00
		Senior Citizen:	\$15.00
		Youth:	\$15.00
		Associate:	\$30.00
		Secondary:	\$ 5.00

NOTE: Fulton County Chapter adds a \$5.00 surcharge to the State OHC dues for Chapter operation.

DUTIES OF OFFICERS (Bylaws, Article V)

Each officer shall be an active member of the county chapter in which he or she holds office, preferably for two (2) or more years as of the commencement of the term of office. Officers shall be elected to serve for a term of one (1) year or until their successor is duly elected or appointed. The term of office shall begin January 1st. Officers shall conduct themselves professionally at all meetings and while in the performance of their duties.

President

1. Shall preside over all meetings of the General Membership and Executive Council and be responsible for maintaining order. Shall be an ex-officio member of all standing and special committees and is a delegate to the State Executive Council and General Membership meetings.
2. Shall perform all other duties as usually pertain to the office or may be assigned by the Executive Council.

Vice President

1. Shall, in the absence of the President, preside at all meetings. Shall perform other duties that usually pertain to the office or as may be assigned by the President or Executive Council.
2. Shall conduct the general correspondence of Fulton County Chapter OHC as directed by the President or the Executive Council.
3. Shall be responsible for formatting, on a monthly basis, any report, Fulton County Chapter OHC news or articles for publication.

Treasurer

1. Shall disburse normal funds on the order of the Executive Council. Shall pay annual special bills upon receipt.
2. Shall sign all checks, maintain proper books and accounts which shall be open to inspection by the President, Executive Council and any auditors as authorized by the President or Executive Council.
3. Shall present a written Treasurer's report at each meeting listing all assets and expenditures, not less than quarterly or at such times the President or Executive Council shall require.

Secretary

1. Shall record the minutes of all General membership, Executive Council and special meetings.
2. Shall notify officers, committee chairmen, lifetime, and associate groups of their election or appointment and furnish committees with whatever documents are required for the performance of their duties.
3. Shall maintain record books in which the Bylaws, Standing Rules, Special Rules, minutes, and committee reports are entered, with any documents properly recorded. Current record books must be available upon request.

Sergeant of Arm

1. Assist in maintaining order of members at membership meetings and special events.

Delegates

1. Shall consist of the chapter President and two other chapter members.
2. They shall represent the FCC-OHC at the State OHC scheduled Executive Council and General Membership meetings.

3. They may be asked to resign their position for missing two (2) out of three (3) or two (2) meetings in a row. The State Membership will vote on their removal.
4. Alternate delegates may be selected if attendance by the elected delegates is not possible.

Executive Council

1. Shall audit the Treasurer's books and perform any special audits that the Executive Council might direct.
2. Shall perform such other duties as might be assigned by the President or Executive Council.
3. Shall determine the date, time, and location of the General Membership meetings.

STANDING COMMITTEES (Bylaw: Article IX, Section 1)

Bylaws:

1. Shall consist of a Chairman and at least two (2) other members.
2. Shall have referred to all proposed amendments of the Fulton County Chapter Bylaws.
3. Shall also assist in interpreting the spirit of the Bylaws and in securing the proper observance of all obligations, standards, and practices arising thereunder.

Public Relations

1. Shall consist of a Chairman and at least two (2) other members.
2. Shall promote Fulton County Chapter OHC at functions and within the public news media.

Special Events

1. Shall consist of a Chairman and at least two (2) other members.
2. Shall organize and promote OTP and other events the club shall elect to have.
3. Shall promote the Fulton County Chapter OHC at functions within the public news media.

Trail

1. Shall consist of a Chairman and at least two (2) other members.
2. Shall be responsible for the promotion and development of trails for horses in all designated parks and shall be responsible for working with the necessary agents to this effect.

3. Shall organize and schedule work parties in conjunction with park officials.

Trail Mileage

1. Shall collect all trail mileage data and pass this information onto the appropriate person in the state committee.
2. Shall determine what state mileage patches will be needed.

Sunshine

1. Shall consist of one member in good standing.
2. Flowers - \$50.00 budget for members and immediate family. Situations include death, illness, and hospitalization. Cards shall be sent to all members and non-members associated with FCC-OHC.
3. Cards can be sent for other occasions including but not limited to new births, etc.

Meetings

1. Meeting locations shall be published on the Fulton County Chapter OHC website and facebook.

Established April 4, 2005
Revised November 1, 2010