

**Bylaws
for
Comanche Crossing
Horsemen's Association, Inc.**

Article I. Name and Purpose

- Section 1 The organization shall be known as the Comanche Crossing Horsemen's Association, Inc. hereinafter to be referred to as "CCHA" with the principal office located in the State of Colorado, City of Byers.
- Section 2 A registered office and registered agent, whose office and location will be identical, will be continuously maintained by CCHA, as required by the State of Colorado. The registered office may be, but need not be, identical as the principal office of CCHA. The address of the registered office may be changed by recommendation of the Board of Directors, to the general membership at a regular or special meeting of the membership. The recommendation shall be subject to membership approval by a majority vote of the membership, entitled to vote, that are present.
- Section 3 The purpose of CCHA is to provide a nonprofit organization, as chartered by the State of Colorado, to further the economic and social interests of horses and all livestock in general and to promote the general welfare of the same. To encourage horsemen, horsewomen, children of all ages, and any other persons to engage in activities desirable and/or essential thereto, and in the best interests of horsemanship in Byers, the State of Colorado, and elsewhere.

Article II. Membership

- Section 1
- A. Membership in CCHA shall be open to any individual or family interested in the welfare of horses and in good horsemanship in general.
 - B. Individual membership shall consist of a person of any age.
 - C. A family membership shall consist of up to 2 adults and their dependent children living in the same household.
 - D. A business membership shall consist of the owner of the business, spouse, children, foster children and/or dependents living in the same household, or any four (4) persons designated, in writing, to the Board of Directors.
 - E. A lifetime membership may be awarded at the discretion of the board for outstanding contributions to the association. The level of membership shall be determined by the status of that individual's membership of the current year.
 - F. Each individual membership shall be entitled to one (1) vote, each family membership shall be entitled to two (2) votes and each business membership shall be entitled to two (2) votes on each matter submitted to a vote, at regular or special meetings of the CCHA.
- Section 2
- Dues
- A. Payment of dues shall be required to acquire and/or maintain membership with the CCHA. Dues shall be payable in advance of the first day of each calendar year. The Board of Directors may determine initiation fees, if any, and the amount of annual dues payable for individual, family or business, by recommendation to the general membership at a regular or special meeting. The recommendation shall be subject to membership approval by a majority vote of the membership, entitled to vote, that are present at said meeting.
 - B. A member in good standing is any person whose dues have been paid by May 1st, of the current calendar year.
 - C. If any member defaults in the payment of dues for a period of two (2) months from the date such dues become payable, his or her membership will be terminated.
 - D. Payment of such dues for new members who join after September 30th shall be pro-rated to one fourth (1/4) of the annual dues. They must pay the full annual dues for the following year at the same time.

Section 3 Suspensions and Expulsions

- A. Association with this organization of any member, who shall at anytime conduct themselves in such a manner, whether through personal misconduct or failure to pay assessments, may be considered no longer desirable.
- B. The Board of Directors, by affirmative vote may expel a member for cause after an appropriate hearing. His or her reinstatement may be prohibited for a period of time as may be determined by the Board. Any member suspended or expelled shall receive written notice of such action by Registered mail within ten (10) days of such action.
- C. Any member suspended or expelled from this organization, as provided in Article II, Section 3A, shall have the right to appeal his/her disqualification by informing the Board of Directors, by Registered mail, of his/her intentions to appeal within ten (10) days of receipt of notification. The appeal will be made to the general membership at the next regular meeting following proper notification of intent. A majority of the regular membership entitled to vote, that are present at said meeting, have the authority to reinstate the suspended or expelled member.

Article III Meetings

Section 1 Meetings of the general membership shall be held monthly, excluding December and January, at a predetermined time and place as designated by the Board of Directors. The meeting time and place may be changed at the direction of the President, and/or Board of Directors. Notice of such change shall be e-mailed or mailed with proper postage, and will be sent to the membership no later than seven (7) days before the meeting is scheduled.

Section 2 Special meetings of the general membership may be called for by the President or by a majority vote of the Board of Directors or by no less than one-third (1/3) of the membership having voting rights. Notification of the special meeting(s) shall be e-mailed or mailed with proper postage, and will be sent to the membership no later than seven (7) days before the meeting. The purpose(s), time(s), and place(s) of the special meeting(s) shall be enclosed in this notice.

Section 3 Two (2) officers and all members present shall constitute a quorum for the purpose of conducting business at the general membership meeting.

Section 4 In the event of a bon-a-fide emergency, notification of the time, place and date of a general membership meeting, regular or special, or any Board of Directors meeting, regular or special, may be made by the most expedient mode of communication available.

Article IV. Officers

Section 1 The officers of this organization shall be as follows: President, Vice-President, Secretary and Treasurer. No person shall hold more than one of the above offices at the same time. Each officer shall hold office until his/her successor has been duly elected and installed.

Section 2 Any Officer(s) may, as set forth in Article II, Section 3B, be removed from office. The Officer(s) removed may, as set forth in Article II, Section 3C, appeal such removal.

Section 3 The resignation of any Officer or Board of Director shall be submitted, in writing, to the Board of Directors.

Article V. Election Of Officers

Section 1 Nominations, Elections and Installations

- A. The general membership meeting held in October of each year shall be for the purpose of nominating candidates for the offices of CCHA (Officers and Board Of Directors). Any member who is in good standing, as set forth in Article II, Section 2B of the bylaws will be eligible for nomination.
- B. In the event, there is no opposition for any of the open positions, there is no need for a formal vote. The positions will be filled through acclamation.
- C. Ballots listing the nominees will be mailed, with proper postage, to each member entitled to vote, within seven (7) days following the meeting. The ballots will be mailed to the address of each member as it appears in the records of this organization. The ballot will be embossed with the CCHA Corporate Seal.
- D. The annual meeting of the general membership shall be held by the end of the calendar year and shall be for the purpose of casting ballots. The ballots that are received will be tabulated at this meeting. The results of the election will be announced during this meeting and newly elected officers and members of the Board of Directors installed.

Section 2 The transactions of such business as may come before the membership may be held at any of the above meetings.

Article VI. Duties of Officers

Section 1 President Two (2) Year Term

- A. The President shall preside at all meetings of the general membership, regular or special, and all meetings of the Board of Directors, regular or special. The President shall cast a vote only in case of a tie.
- B. The President shall be the executive officer of the CCHA and shall in general, supervise and control the business and affairs of the CCHA.
- C. The President shall be responsible for the enforcement of the Bylaws and any rule(s) established by the CCHA.
- D. The President may sign checks for disbursement of funds of the CCHA.
- E. The President shall be required to serve a two (2) year term.

Section 2 Vice-President One (1) Year Term

- A. The Vice-President shall assist the President in the discharge of his or her duties. In the event the President is absent or unable to perform the duties of his/her office, the Vice-President shall assume all duties and have all the powers of the President.
- B. The Vice-President shall fill a vacancy in the office of the President for the remainder of the term of office.

Section 3 Treasurer One (1) Year Term

- A. The Treasurer shall have charge and custody of and be responsible for all funds and securities of the CCHA.
- B. The Treasurer shall receive and give receipts for monies, due payable to the CCHA and deposit all monies to the credit of CCHA in such depositories as may be selected by the Board of Directors.
- C. The Treasurer will sign checks and drafts of orders for the payment of monies, notes or evidences of indebtedness, for the disbursement of funds for the CCHA.
- D. The Treasurer shall keep true and correct records of all receipt and expenditures. The financial records may be, by request to the Treasurer, inspected by any member in good standing and his/her Agent/Attorney at a reasonable time and place.
- E. The Treasurer shall have access to the general fund for the normal day to day operating expenditures of the CCHA. Withdrawals from the general fund shall be made only after itemized receipts have been presented to and approved by the Board of Directors.

- Section 4 Secretary One (1) Year Term
- A. The Secretary shall keep the minutes of the meetings of the membership and the Board of Directors in one or more books provided for that purpose and shall report the minutes of each at the following meetings. The Secretary shall see that all notices are duly given, in accordance with the provisions of these Bylaws or as required by law.
 - B. The Secretary shall be the custodian of CCHA records and the Seal of the CCHA. The Secretary shall affix the Seal to all documents pertaining to the official business of the CCHA.
 - C. The Secretary shall keep a register of the post office address of each member, which will be furnished to the Secretary by each member.
 - D. The Secretary shall perform all duties incident to the Office of Secretary.

Section 5 A vacancy in any office (except President) shall be filled by an appointment of the Board of Directors, and an election shall be held at the next regular general membership meeting for that purpose.

Article VII. Board Of Directors

Section 1 The Board of Directors shall manage the affairs of the CCHA.

- Section 2
- A. The Board of Directors shall consist of the officers and six (6) Directors of which there shall be two (2) Junior members, (18 years and under as of January 1st of that year.)
 - B. Senior Board Members shall consist of four (4) two (2) year terms with two (2) being elected every year. Junior Board Members shall consist of two (2) one (1) year terms.

- Section 3
- A. Meetings of the Board of Directors shall be held monthly, with the exception of December and January, at a predetermined time and place as designated by the Board of Directors. The meeting time and place may be changed by Resolution of the Board of Directors. Notice of such change shall be e-mailed or mailed with proper postage, and be sent to the membership no later than seven (7) days before the meeting is scheduled. Emergencies shall be in accordance with Article III, Section 4.
 - B. Special meeting(s) may be called at the request of the President or by any six (6) Directors or Officers. Notification of the special meetings will be by e-mail or mail with proper postage, and will be sent to the directors no later than seven (7) days before the meeting is scheduled. Emergencies shall be in accordance with Article III, Section 4.

Section 4 The President and a minimum of 50% of the Board of Directors shall constitute a quorum for the transaction of any and all business of the CCHA at the regular or special Meetings of the Board, unless act(s) or action(s) taken require a greater number by law.

Section 5 The Board of Directors shall authorize all expenditures from the General Fund.

Section 6 The Board of Directors may, under certain circumstances, replace any Board Member in good standing who misses three (3) unexcused Board Meetings. A letter regarding this matter will be sent to such member.

Section 7 Vacancies: The Board of Directors shall appoint, by a majority vote, a member of the CCHA, in good standing, as a Director to fill a vacancy for the unexpired term of office.

Article VIII. Committees

- Section 1 A. The Board of Directors shall, by majority vote, designate all Committees. The President shall appoint all Chairpersons.
B. Committees shall aid and assist implementation of the intent(s) and purpose(s) set forth in the Articles of Incorporation of the CCHA.
- Section 2 A. The Chairperson(s) may be, but do not have to be, a Board Member.
B. The Chairperson(s) may appoint members of his/her committee. The Chairperson(s) may remove member (s) of his/her committee, if required or needed.
- Section 3 All Chairpersons shall be members in good standing as set forth in Article II, Section 2, B of these Bylaws.
- Section 4 Vacancies in the membership of a committee shall be filled by the Chairperson of that committee.
- Section 5 A majority of the committee shall constitute a quorum for the purpose of conducting the business of the committee.
- Section 6 Resignation: The Committee Chairperson(s) shall submit, in writing, a letter of resignation to the President.

Article IX. Contracts, Checks, Deposits, and Funds

The Board of Directors may authorize, in writing, any officers or agent(s) of the CCHA, in addition to the Officers so authorized by these Bylaws, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the CCHA. Such authority may be general or confined to specific instances.

Article X. Fiscal Year

The fiscal year of the CCHA shall begin on the first day of January and end on the last day of December of each year.

Article XI. Corporate Seal

The Board of Directors shall provide a Corporate Seal, which shall be in the form of a circle and shall have inscribed therein the name of the corporation and the words "Corporate Seal".

Article XII. Amendments To The Bylaws

These Bylaws may be altered, amended or repealed and new Bylaws adopted, if at a meeting of the Board of Directors, the Bylaws Committee gives its intention to alter, amend or repeal and adopt new Bylaws. Any proposed amendment(s) or change(s) to the Bylaws must be presented at a regular or special meeting of the General Membership. The amendment(s) or change(s) must be approved by two-thirds (2/3) of the general membership, entitled to vote, that are present at the next scheduled meeting.

A copy of the adopted Bylaws shall be available for the General Membership.

Amended February, 2019