

NORTH CAROLINA ARABIAN HORSE ASSOCIATION  
CONSTITUTION AND BYLAWS

Revised February 9, 2013

ARTICLE I

The name of the association shall be the North Carolina Arabian Horse Association, Incorporated. Hereafter referred to as NCAHA.

ARTICLE II

The objectives of this association shall be:

- (a) To serve and promote the best interests of Arabian horses in North Carolina.
- (b) To promote interest in Arabian horse breeding.
- (c) To promote interest in Arabian horse showing.
- (d) To publish a newsletter, show list, and other publications.
- (e) To sponsor horse shows various Arabian horse projects and other programs.
- (f) To improve the quality of Arabian horses.
- (g) To work with the Arabian Horse Association and Region XII, etc.
- (h) Otherwise to assist in connection with the promotion of Arabian horses in North Carolina as the Association's facilities and finances permit.

ARTICLE III

Membership in the association shall be open to all persons interested in the Arabian horse and in the objectives and purposes of the association. The association shall have the following classes of membership:

INDIVIDUAL: 1 AHA/NCAHA voting membership.

ASSOCIATE: No AHA membership. Non-voting membership in NCAHA.

(Includes newsletter and eligibility for all NCAHA programs.)

YOUTH: AHA non-voting membership. No NCAHA vote.

YOUTH AFFILIATE: No AHA membership. No NCAHA vote. No dues but eligible for all NCAHA awards programs

AHA LIFE MEMBERS: Dues: difference between individual NCAHA dues and the annual fee paid to AHA for each NCAHA voting member. One vote.

(NOTE: There are no dues for NCAHA "Life" members. Only available to surviving life time members)

ARTICLE IV

Section 1. OFFICERS

The officers of the association shall be a president, a vice president, a secretary, a treasurer and the past president. They shall be elected biannually by the voting members present at the annual meeting and shall hold office during the ensuing two years until their successors are duly chosen. No officer of the association shall hold the same office for more than two (2) consecutive terms unless no successor comes forward.

Section 2. PRESIDENT

The president shall be the chief executive officer of the association and shall preside at all meetings of the association and of the board of directors, and with the secretary, sign all contracts and obligations of the association, as authorized by the directors. He/she shall be an ex-officio member of all committees. The President shall oversee all committee appointments and activities with the exception of the NCAHA Show Commission as referred to in Section 3 Vice President.

### Section 3. VICE PRESIDENT

In the absence of the president, the vice president shall exercise any power or duty of the president. He/she shall be the program chairman for all general membership meetings of the association.

He/she shall appoint and chair the NCAHA Show Commission. This commission shall consist of two (2) subcommittees that will develop class lists for rated and open shows, prepare a list of recommended show officials, coordinate volunteer support for shows and arrange for hospitality for exhibitors and officials.

In addition to the Vice President, the Rated Shows Committee shall be comprised of: two (2) adult amateur members, one (1) trainer member and one (1) member with previous show management and/or promotion experience.

The Open Shows Committee shall be comprised of four adult members with previous show management and/or promotion experience.

### Section 4. SECRETARY

The secretary shall give written notice of all meetings of the members and of the directors, shall take minutes of such meetings and shall keep correspondence. The secretary shall be custodian of the seal of the association. The secretary shall, in general, perform all the duties incidental of the office of secretary, subject to the control of the board of directors.

### Section 5. TREASURER

The treasurer shall collect all monies due the association, shall have care and custody and be responsible for the funds of the association, which he/she shall deposit in the name of the association in such bank or places of deposit as the board of directors shall designate. He/she shall keep proper books of account, showing the disposition of all funds that may pass through his/her hands. He/she shall make a full report in writing covering the financial condition of the association at each meeting of the association and meetings of the board of directors. He/she shall forward to the Arabian Horse Association the names of the membership and the monies due and shall remit to Region XII, AHA, etc. proper yearly dues based on the Association's voting members for delegate representation at Region XII meetings. He/she shall, in general, perform all duties incidental to the office of treasurer, subject to control of the board of directors.

### Section 6: PAST PRESIDENT

The Past President shall serve as officer of the Association and in the absence of the President and Vice-President shall exercise any power or duty of the president.

## ARTICLE V

Section 1. The board of directors shall consist of the following:

- (a) The president.
- (b) The vice president.
- (c) The immediate past president.
- (d) The secretary.
- (e) The treasurer.
- (f) The membership secretary.
- (g) Four directors at-large elected from the membership.
- (h) A youth coordinator elected by the board of directors to serve a two-year term.

The directors elected by the membership shall be on an alternate basis wherein only two directors are

elected each year for a two year term.

#### Section 2. Duties of the Directors

The directors shall carry out the general management of the affairs of the association. They may assign duties to the officers and may authorize them to sign contracts and other obligations of the association.

#### Section 3. Duties of the Membership Secretary

The membership secretary shall maintain all records of the members and forward proper reports with membership dues to the treasurer for payment to the Arabian Horse Association as required. He/she shall appoint and chair the Awards Committee. The Awards Committee shall tabulate points, select and procure ribbons, trophies and awards for club-sponsored horse shows and the year end High Points programs. Under the scrutiny and leadership of the membership secretary, the Awards Committee shall serve as the review and audit board for the year end High Points programs.

#### Section 4. Duties of the Youth Coordinator

The youth coordinator shall serve as the advisor to the youth members.

### ARTICLE VI

#### Meetings

##### Section 1. Annual Meeting

The annual meeting of the association shall be held between December 1 and January 31 on such a day and at such a time and place as the board of directors may designate during which the officers and directors will be elected and installed. The board of directors must give at least one month written and or electronic notice of the meeting to the members. If the notice is not sent electronically, only one notice per household will be sent addressed to multiple members of the same household

##### Section 2. Order of Business

The order of business at the annual meeting shall be as follows:

- (a) Qualifying members present.
- (b) Reading of the minutes of the last meeting.
- (c) Report of the treasurer.
- (d) Report of the board of directors and of any active committees and the consideration of any resolution attached hereto.
- (e) Report of the nominating committee and the election of officers and directors.
- (f) Deferred business.
- (g) New business.

This order may be changed by a vote of a majority of members present.

##### Section 3. General Membership Meetings

There shall be a minimum of one (1) general membership meeting annually to include the annual meeting during which the officers and directors shall be elected and installed. At least one month written and or electronic notice of such general membership meetings will be provided to the membership. If the notice is not sent electronically, only one notice per household will be sent addressed to multiple members of the same household .

##### Section 4. Quorum

At all general membership meetings, a quorum shall consist of a simple majority of those present being members in good standing of the association.

## ARTICLE VII

### Section 1. Amendment by Members

The constitution may be added to, altered or amended at any general membership meeting of the association by a vote of not less than two-thirds of the members present provided that two weeks notice in writing or electronic communication of the proposed amendment shall have been mailed to all members of the association. Proposed amendments may be submitted to the board of directors at any meeting of the board by any voting member in good standing.

## ARTICLE VIII

### Section 1. Filling Vacancies of Officers and Directors

(a) In the event there is a vacancy as to any office or as to members of the board of directors which occurs after the annual meeting for the election of officers and directors, then in that event, or in either event, The President shall identify potential candidates to fill the vacancy for the Board's consideration. The Board shall then have the authority to accept the President's recommendation or elect from the membership any person or persons who, in the opinion of the board, are suitable to serve the remainder of the term of the position which was vacated.

(b) Should any officer or director fail to attend four board of directors' meetings in one calendar year, he/she may be removed from the office held and/or the board. When an officer or director misses three board of directors' meetings, he/she will be notified by mail or electronic notification that the next missed board meeting will result in his/her removal from office and/or the board. If an officer or director is removed from the office or the board, he/she will be replaced at the monthly board meeting following removal from the office and/or the board, following the procedure in (a) of this section.

(c) No person or persons shall hold any office of the association nor be a director of the association unless he/she is a voting member in good standing of the association and the Arabian Horse Association for a minimum of one year. Any person or persons running for office (officer or director) must have attended at least 50% of the club meetings and/or participated in club activities.

Revised and Approved at February 9, 2013, NCAHA Membership meeting.