

# **Southern Regional Paso Fino Horse Association Constitution**

## **Article I ( Name )**

Section 1: The name of the Association shall be Southern Regional Paso Fino Horse Association, Inc. hereinafter referred to as SRPFHA, a region of the Paso Fino Horse Association, Inc. hereinafter referred to as the PFHA.

## **Article II ( Financial )**

Section 1: The Association shall be a non profit membership organization existing for public education and welfare as herein expressed.

Section 2: The Association shall under no circumstances be used for personal financial enrichment or gain of its members; and no portion of its money, property , means and methods or policies shall be used to benefit individuals, members and/or non members, except as commissions, salaries, and/or expenses paid for employees, agents or services rendered to the or for the Association and approved by the Board of Directors. Hereinafter referred to as; ( BOD ).

Section 3: It is intended that the funds of the Association be used in support of those activities which can reasonably be open to participation of all members of the Association.

Section 4: The business/fiscal year of the Association will be from October 1<sup>st</sup>. through September 30 th. of each year.

## **Article III ( Objectives and Purposes )**

Section 1: The objectives,purposes and goals of the Association shall include, but not *be* limited to:

- a.** Promote the Paso Fino Horse.
- b.** Sustain, enhance, improve, cultivate and protect the breeding, bloodlines, character and heritage of the Paso Fino Horse.
- c.** Educate, instruct,inform,enlighten and interest people in proper methods of Paso Fino Horse riding techniques.
- d.** Maintain the Breed Standards.

## **Article IV ( Membership )**

Section 1: Persons who are interested in joining this Association shall submit an application to the BOD of SRPFHA. The information on the application shall be recorded by the Secretary and made part of the Associations data base and mailing lists. \_Each new member shall be furnished with a SRPFHA Membership Card. All proposed voting members must meet all of the terms and conditions of the Constitution, in addition to the following:

Article IV, Section 1: Continued

(a) Must be interested in improving and promoting the Paso Fino Horse.

(b) Must be interested in furthering the aims of this Association and pledge to be an active member.

(c) Must be eighteen (18) years of age or older.

Section 2: New members may be allowed to vote at the second General Membership meeting after acknowledgment of their SRPFHA Membership at a General membership meeting.

Section 3: This Association may create classes of members to- wit:

(a) INDIVIDUAL MEMBERS are those who have fulfilled all of the qualifications for membership as set forth herein and whose annual dues if required are paid.

(b) JUNIOR MEMBERS are those persons who are under the age of eighteen (18) years and meet all of the requirements for membership as set forth herein. Junior members shall not have the right to vote.

(c) ASSOCIATE MEMBERS are persons who do not belong to PFHA, such members shall have no voting privileges and shall not be eligible for Southern Regional Offices.

Section 4: Any member charged with acts or conduct detrimental to the Paso Fino Horse, and/or this Association and or the PFHA, and against whom such charges are sustained, shall be expelled from membership by a vote of two-thirds of the Board of Directors. The accused member shall be given an opportunity to defend himself/herself against such charges at a due and proper hearing before the Board of Directors. The Secretary shall notify the accused member in writing of the charges and set such time as directed by the Board Of Directors for the accused to appear.

## **Article V** (Dues)

Section 1: The BOD by majority vote may in the interest of the Association change, modify, suspend and /or implement membership fees/dues.

Section 2: The annual dues shall be payable on the first day of October of each year for non PFHA members. Members not current shall cease to have any rights or privileges within Southern Regional, Non PFHA members may vote only on SRPFHA matters, not those relative to the PFHA. PFHA members who are current, in good standing and who have designated SRPFHA as their region are automatically SRPFHA members.

## **Article VI** (Meeting)

Section 1: Regular and special meetings shall be held at the direction of the President or any majority of the Board of Directors.

Section 2: The Order of business at all meetings shall be as follows;

- (a) The qualifying of members and new members present.  
Establishing a quorum
- (b) The reading and approval of the minutes of the last meeting.
- (c) The report of the Treasurer, which has been submitted to the BOD. for approval.
- (d) Report of the Board of Directors and Standing Committees.
- (e) Report of Special Committees.
- (f) Unfinished Business
- (g) New Business.

Section 3: At all General membership meetings, those present in good standing shall constitute a quorum.

Section 4: There shall be at least (4) General membership meetings held each year with the location and time at the discretion of the membership and/or the Board of Directors.

Section 5: Social Functions may be held at the discretion of the Board of Directors and/or Membership however, no official Association business shall be conducted during said function.

## **Article VII** (Officers)

Section 1: The elected officers of this Association shall consist of a President, Vice President, Secretary, Treasurer, Three (3) Directors and one PFHA Board Representative.

Article VII continued

Section 2: No person shall be elected as an officer of the Association unless such person is a member in good standing. The term of office for the President, Vice President, Secretary and Treasurer is two (2) years, see Article VIII, Section 1, Term limits of the BOD.

Section 3: The President shall be the executive officer of the Association and Board of Directors. He/She shall be an ex-officio member of all committees except the nominating committee and shall perform such other duties and functions as usually executed in conformity with the office of President.

Section 4: The Vice President shall in the absence of the President preside over meetings of the Association and the Board of Directors and perform such other duties as may be assigned to Him/Her by the President or the Board of Directors.

Section 5: The Secretary shall record the minutes of all meetings, maintain accurate records of the membership, be the Chairperson of the Secretary/ Membership Committee, and perform such other duties as may be assigned to Him/Her by the President or Board of Directors.

Section 6: The Treasurer shall receive, deposit and with the approval of the Board of Directors disburse all monies for the Association and maintain an accurate system of accounting for all receipts and disbursements.

A statement of income and expenses must be submitted by the Treasurer at each business meeting. The statement must show a reconciliation of available funds with the latest bank statement. The Treasurer is also responsible for preparing and filing all required reports with government agencies, obtaining any required licenses and obtaining any necessary insurance coverage.

The Treasurer shall make available to the BOD all financial records for annual review or audit and will coordinate and cooperate with the BOD appointed Accounting firm.

## **Article VIII** ( Board of Directors)

Section 1: The Board of Directors shall be comprised of the four officers of the Association *and* Three (3) Directors and one (1) elected PFHA Board Representative. The term of office for elected Director and PFHA Representative shall be three (3) years. At each annual election, one (1) Director shall be elected for a term of three (3) years to succeed the Director whose term expires. The immediate past President of the Association after the completion of His/Her full term of office will serve on the BOD for a period of one (1) year.

Section 2: The PFHA Representative shall be expected to represent the Association at all meetings of the PFHA Board such as but not limited to; The Annual meeting, and Rules Making Convention. Her/She is expected to vote on any matters previously voted on by the Southern Regional members in accordance with the majority vote of the Region. If unable to serve in this capacity at any of the meetings, an alternate may be appointed with the approval of the Board of Directors.

Section 3: The Board of Directors shall be the governing body of the Association and shall determine all question of means and methods, procedures and policies which may arise during the interval between regular meetings.

Section 4: The Board of Directors may fill a vacancy in any office of the Association occurring for any reason whatsoever. A member appointed to fill a vacancy shall perform in that capacity until His/Her successor has been elected by members at the next General Membership meeting.

Section 5: At all meetings of the Board of Directors, a majority of its members shall constitute a quorum. A quorum shall be necessary at any Board of Directors meeting to transact business.

Section 6: The Board of Directors shall meet regularly at least four (4) times a year and such other times as may be designated by the President, or a majority of the Board of Directors as defined in Article VIII, Section 1.

Section 7: Any officer or Director or Board Representative who misses two (2) consecutive BOD meetings without just cause and notification may be removed from office by a majority vote of the other members of the Board of Directors.

## Article I X ( Elections)

Section 1: A General Membership Meeting will be held in June of each year for the election of Officers, Directors and PFHA Board Representative, whose terms limits have expired

Section 2: All candidates who wish to run for office must file a letter to the BOD of their intent to seek the position of their choice. This written Letter of Intent must be accompanied by a 100 words or less narrative on the candidates qualifications and must be received no earlier than the April General Membership meeting and no later than the last Friday of May. The BOD will submit to the General Membership those persons who are seeking office at least two weeks prior to the June meeting.

The manner of voting for such selection shall be by secret ballot, unless otherwise directed by membership acclamation. See Article IV Section 3 : Constitution PFHA.

Absentee ballot may be accepted so long as the ballot is signed, PFHA# included, Ballot must be notarized and received at least (5 ) five days prior to the June General membership meeting.

Section 3: The President shall appoint two (2) members to count the ballots and report to Him/Her the results of which He/She shall announce to the members.

Section 4: The term for Officers, Directors and PFHA Representative will be from October 1<sup>st</sup>. To the next September 30<sup>th</sup>. And Newly elected officers will take possession of their office as of October 1<sup>st</sup>. See Article VII section 3 and Article VIII Section 1 for term durations.

## Article X (Standing Committee.)

Section 1: There shall be the following standing committee;

- (a ) Show Committee
- (b ) Publicity Committee
- (c ) Secretary/Membership Committee
- (d ) Trail Ride Ride Committee

Section 2: The President, upon taking office shall appoint the Chairperson of the Aforesaid committees and may appoint additional special committees as, in His/Her judgment may be required. The President will publish in the Association's Newsletter and Website the names of any and all committee appointments.

**Article XI** ( Rules Of Order)

Section 1: “ROBERTS' RULES OF ORDER, NEWLY REVISED “ shall be the parliamentary authority for matters of procedure not specifically provided for by this Constitution. In the event of conflict, omissions, or inconsistency between Southern Regional Paso Fino Horse Association or Roberts Rules, the PFHA Constitution and Association rules shall apply. ( See Article VII of PFHA Constitution.)

**Article XII** (Amendments)

Section 2: Amendments of the foregoing Constitution may be adopted by a Two-Thirds (2/3) vote of the members present at any meeting of the Association provided written notice of the proposed amendments shall have been given to the membership at least two (2) weeks prior to the meeting. There shall be no voting by proxy in the aforesaid matter.

**Article XIII** ( Dissolution)

Section 3: If for any reason this Association should dissolve, all monies remaining in the treasury after dissolution shall be donated to the University of Florida School of Veterinary Medicine at Gainesville, Florida, if they be a non-existing group at the time of dissolution all remaining monies shall be donated to a not for or non-profit group as designated by the Board of Directors.

Revised 12/12/07, Approved by the BOD dated \_\_August 13, 2008\_\_\_\_\_.

Approved by the Membership per Article XII dated \_\_August 20, 2008\_\_\_\_\_

SRPFHA President \_\_\_\_\_Clayton Fell\_\_\_\_\_dated\_ August 20, 2008\_\_\_\_\_