

MHDVA BY-LAWS

Revised November 1997

Article I. Name and Purpose

Section 1. The name of the association shall be the Michigan Horse Drawn Vehicle Association Incorporated, here in after referred to as the Association.

Section 2. It shall be the purpose of the Association to aim for the preservation and maintenance of carriages; carriage literature and related items; to established and maintain a non-profit medium for the exchange of information regarding horse-drawn vehicles and the development of the driving horse; to serve as an accurate and technical source of information for the benefit of it's members and the general public; to operate this corporation exclusively for scientific, historic, literary, and educational purposes; to see that no part of it's net earnings, if any, shall inures to the benefit of the private individual; to encourage the use of carriages and other animal drawn vehicles for the promotion of public interest in their contributions to our cultural, social and economic history.

Section 3. To promote knowledge of, and safety in, horse related activities.

Article II Meetings

Section 1. The Annual Meeting shall be held on the first Sunday of November at 2:00 P.M. To conduct any business at the Annual Meeting, other than elections, a quorum will be 10% of the paid membership as of October 31, the year of the Annual Meeting.

Section 2. Regular meetings of the Board of Directors shall be held at a time and place to be determined by the Board. At least four regular meetings of the Board shall be held in four different months at a time and place to be determined by the board.

Section 3. Any Board member missing 3 consecutive meetings without an excuse (contacting the Secretary Prior to the Board meeting) shall automatically no longer be on the Board.

Section 4. Each committee chairperson is encouraged to attend all Board meetings.

Section 5. Special meetings of the membership can be called by the Board or by petition signed by 25% of the membership. The membership must be notified by mail at least seven days before any special meeting.

Article III. Board of Directors

Section 1. The Association shall have 12 directors.

Section 2. The Board of Directors will elect officers and appoint committee heads at a meeting following the Annual Meeting.

Section 3. The term of office of each director shall be three years. New terms begin December 1, following the Annual Meeting.

Section 4 The Board shall have the authority to conduct the business of the Association.

Section 5 Each director shall have one vote.

Section 6. Any director may be removed from office by a two-thirds majority of the rest of the Board of Directors.

Section 7. All monies spent should be approved by the Board of Directors.

Section 8 In case of the removal or resignation of a Director, the vacancy shall be filled by appointment by the Board for the remainder of the term.

Article IV Method of Election

Section 1. The Nominating Committee shall present at least four names for the Position of Director. The general membership shall be notified at least 60 days prior to the Annual Meeting that the Board is accepting nominations until September 15. From that slate, the general membership will elect 4 Directors to serve a 3 year term. The ballots will be sent to the general membership and returned to the Nomination Chairperson to be tabulated at the Annual Meeting. The results will be announced at the Meeting.

Article V The Office of President.

Section 1. The President shall preside over all meetings of the Association and conduct all business in accordance with Roberts Rules of order.

Section 2. The President may, at her/his option, select a member to act as Parliamentarian should the need arise.

Section 3. The President shall be an ex-officio member of any and all committees that may be formed by the Association.

Section 4. The President shall conduct the routine business of the Association between meetings and shall have the authority to convene a special meeting of the Board of Directors as needed.

Section 5. The President must be a member of the Board of Directors at the time he/she serves as President.

Article VI. The office of Vice President.

Section 1. The Vice President shall act in the stead of the President should he/she be unable to carry out the duties of President.

Section 2. The Vice-President must be a member of the Board of Directors at the time he/she serves as Vice-President.

Article VII. The Office of Secretary.

Section 1. The Secretary shall record and keep all minutes and records of the meetings of the Board of Directors.

Section 2. The Secretary shall handle all correspondence for the Association.

Section 3. The Secretary Shall maintain a file of all the committee reports.

Section 4. The Secretary shall refer all correspondence to the appropriate committee.

Section 5. The Secretary shall maintain a current membership roster.

Article VIII. The Office of Treasurer.

Section 1. The Treasurer shall have custody of all the funds of the Association in such bank or depository as the Board of Directors may from time to time designate.

Section 2. The Treasurer shall make all disbursements for the purpose of the Association.

Section 3. All checks shall be signed by the Treasurer and one other officer of the association.

Section 4. At each Board of Directors meeting and Annual Meeting. The Treasurer shall give an accounting of all income and disbursements.

Article IX The Association shall have the following standing committees.

Section 1. Membership Committee – The Membership Committee shall be responsible for: collecting membership dues, maintaining a membership file, at each Board Meeting turn over the collected dues to the Treasurer, and conduct a constant campaign for increasing membership.

Section 2. Publicity Committee - The publicity Committee shall maintain a good Public Relations program for the Association, working with various local media i.e. newspapers, radio, TV, poster, etc.

Section 3. Newsletter Committee – The Newsletter Committee shall be responsible for publishing a quarterly newsletter, if funds are available, and keeping members informed on current activities.

Section 4. Events Committee – The Events Committee shall be responsible for scheduling activities which further the aims of the Association.

Section 5. Ways and Means Committee _ The Ways and Means Committee shall be responsible for raising funds for the association.

Section 6. By-Laws Committee – The by-Laws Committee shall review annually (or more if necessary) the By-Laws of the Association and propose any necessary changes.

Section 7. Nominating Committee - The Nominating Committee shall be composed of three members to serve for one year. The chairperson of this Committee shall be a Board member and shall select two non-Board members of the Association to assist in preparing a nomination slate.

Section 8. Technical and Historical Information Committee.- The Technical and Historical Information Committee shall be responsible for restoration of period carriages and costumes. This committee could also serve as historian of the Association.

Section 9. Life Member Committee – The chairperson of this Committee should be a life member of the Association. In the event that this is not possible an existing Board Member may be appointed. The Committee determines the criteria for selection of Life Members. Life Members do not pay dues but have all of the privileges of a dues paying member.

Article X Amendments to the By-Laws.

Section 1. The By-Laws of the Association shall be amended only at the Annual Meeting by a two-thirds vote of the members present.

Section 2. Any amendments to the By-Laws will be presented in writing to the membership at least 30 days prior to the Annual Meeting

Article XI Membership.

Section 1. The Association is open to membership by family, or individual. A family is defined as husband and wife with children age 18 and under living at the same address with their parents.

Section 2. Anyone desiring to become a member of the Association shall submit his/her name and information on the Association application and remit, along with the yearly dues, to the membership Committee Chairperson.

Article XII. Voting.

Section 1. Though it is understood that a membership may include all members of a family, each membership will be entitled to one vote at the general election.

Article XIII Dues.

Section 1. The Dues of the Association shall be fixed at the Annual Meeting by a majority vote of those members present and shall remain at that level unless changed at the next Annual Meeting.

Section 2. Dues are due by January 1, of each year.