

PANHANDLE BACK COUNTRY HORSEMEN, INC.
PO BOX 1903, HAYDEN, ID 83835

BY-LAWS

Amended and adopted October 15, 2011

ARTICLE I

SECTION 101

1. The purposes of the organization shall be:
 - a. To perpetuate enjoyable common sense use of horses in the back country;
 - b. Assist government agencies in the maintenance and management of trails and other back country resources;
 - c. Educate, encourage and solicit active public participation in wise and sustaining use of the resources that our heritage has provided for us, and;
 - d. To those ends no funds shall be dispersed for any other purpose.

ARTICLE II

SECTION 201 - MEMBERSHIP

1. Membership may be conferred to any individual, family or youth group interested in promoting the purpose as stated in Article I. Individuals must be eighteen years of age and all members must have dues paid current.

For purposes of this section a family shall be defined as an adult person, his or her spouse or partner and all children residing in their household including children up to, and including 23 years of age who are residents of the household and dependant on the family for support.

For purposes of this section a youth group shall be considered an individual member provided it meets the following criteria:

- a. It shall document, in writing, that it is affiliated with a governmental or other legal entity authorized to do business in the State of Idaho
 - b. It shall provide evidence that the group maintains liability insurance covering the activities of all group members including all PBCH activities in which a group member or members participate, further the group shall make available the signature of a person authorized to legally bind the group organization with respect to a hold harmless agreement.
 - c. The group must be responsible for the youth organization's membership records, and guarantee that no child who is not a current member in good standing of the youth group will be allowed to participate in PBCH activities.
 - d. The group must provide a responsible adult supervisor to accompany any group member during participation in any PBCH activity.
2. Sponsor membership may be acquired by businesses or organizations interested in supporting the purposes of the organization as stated in Article I.

SECTION 202-DUES

1. Dues shall be set by the Board of Directors subject to ratification by a majority vote of the membership at a regularly scheduled meeting. Any change in dues shall become effective at the beginning of the next fiscal year. The amount of current dues shall be listed in the Standing Rules of the Chapter.

ARTICLE III

SECTION 301 – VOTING

1. Each member eighteen (18) years of age or older, in good standing, shall be entitled to one (1) vote on all matters acted upon at any regular meeting.
2. Family memberships in good standing shall be entitled to two (2) votes on all matters acted upon at any regular meeting.
3. A Sponsor membership shall not carry the right to vote.
4. A simple majority vote of those members present and in good standing shall be required to act on any matter brought before the organization; with the exception of the removal of officers and proposed amendments which shall require a two-thirds (2/3) majority of members present.
5. No individual shall have more than one (1) vote. Youth groups under **Art II.201.1.a** shall be considered individuals for the purpose of voting.

ARTICLE IV

SECTION 401 - MEETINGS OF MEMBERSHIP

1. Meetings of the membership, hereinafter called Meetings, shall be held to conduct any business of the Chapter and will be held at a time and location decided by a simple majority vote of the members. The current time and location shall be listed in the Standing Rules of the Chapter.
2. All business shall be conducted at regular scheduled meetings.
3. Special meetings may be called by the President or any five members submitting to the president a written request for such meeting. Special meetings shall be for a specific item of business or for the purpose of education or special programs, and no other business may be conducted.
4. Twelve (12) voting members in good standing shall constitute a quorum for the transaction of business at any meeting.
5. Meetings shall be held at a time and place set by a majority of the members in a regular meeting and the minutes of a regular meeting shall state the time and place of the next meeting.
6. In the event that unforeseen circumstances necessitate the change of date or time of a regular scheduled meeting, the Board of Directors shall, as soon as possible notify the membership of the required change.

ARTICLE V

SECTION 501 - OFFICERS AND DIRECTORS

1. The Officers of this organization shall consist of a President, a Vice-President, a Secretary, a Treasurer and such other officers as the voting membership may from time to time create.
2. The Board of Directors shall consist of six (6) members. There shall be four (4) Directors elected from the membership. The President and Vice-President shall be the fifth (5th) and

sixth (6th) members respectively. The immediate past president shall serve as an ex-officio member for one (1) term. The President shall be Chair of the Board.

4. In the event of a vacancy on the Board of Directors the Chair shall appoint a replacement subject to a majority ratification vote of the membership at the next regular meeting. Such appointment shall become effective immediately upon ratification and the individual shall serve until the next regular election of officers and directors. In the event of a vacancy in the president position the vice-president shall immediately elevate to the president position.
5. In the event of a tie vote in the Board of Directors the Chair shall cast the deciding vote

SECTION 502 - QUORUM

1. A quorum of three (3) Directors shall be required to conduct business at board meetings. In the absence of the Chair, the members present may select one member to preside.

SECTION 503 - STATE BOARD DIRECTORS

1. There shall be two (2) State Board Directors and one (1) Alternate Director who will serve in the absence of a State Director's inability to act, or should a vacancy(s) occur. Term of office for State Directors shall be two (2) years. State Directors terms shall be staggered such that one is elected each year. The Alternate Director will serve a one year term.
2. In the event that less than two (2) State Directors are unable to attend a State Directors meeting, the Chairman of the Board of Directors shall appoint another Board member to represent the organization allowing the same expense allowance as set forth in Standing Rules.

SECTION 504 - BOARD MEETINGS

1. The Board of Directors may meet at the convenience of the majority of the Directors, but shall meet at least once a month.
2. Regular members shall be welcome at Board meetings but shall have no vote.

SECTION 505 - OFFICER AND DIRECTOR MEMBERSHIP

1. All elected Officers and Directors must be voting members in good standing.

ARTICLE VI

SECTION 601 - POWER AND AUTHORITY OF OFFICERS AND DIRECTORS

1. The supreme power and authority of this organization shall be lodged in their assembled meetings, and the Officers shall conform to the wishes and instructions of such organization. Subject to such control and direction by the organization, the Directors shall manage and execute the affairs of the organization.
2. When said organization is not in session, the Directors shall have needful authority to execute the purposes of the organization.
3. The Directors shall have authority to approve the paying of general expenditures up to five hundred (\$500.00) dollars for any one month.
4. The President or Vice-President may co-sign checks.
5. No contract or agreement binding this organization shall be entered into, by any Officer, Director, or member without approval of the membership at a regular meeting.

SECTION 602 - DUTIES OF OFFICERS AND DIRECTORS

1. It shall be the duty of the President to preside at all meetings and the Board of Directors meeting; and to exercise general executive control over the affairs of said organization, to call special meetings of the membership and of the Board of Directors, and such other duties pertaining to the office. The President shall be an ex-officio member of all committees.
2. The Vice-President shall assist the President when called upon to do so and in his or her absence or inability to act, he/she shall be vested with all the powers and duties of the President.
3. The Secretary shall record and keep the minutes of all regular and special meetings, shall register the names of all members in attendance at meetings, issue notices and perform other duties pertaining of said office.
4. The Treasurer shall collect dues, keep a current membership list, pay bills with approval of the membership at a regular meeting, keep a written account of all funds of the organization, and furnish a written report of finances monthly. Treasurer shall be one of the three (3) check signers of record, and two (2) of which shall validate a check. All funds shall be kept in a bank account, approved by the membership at any regular meeting. The Treasurer's records shall be open for inspection, to any member in good standing, at a reasonable time.
5. The Treasurer shall make all financial records to the financial review committee for the purpose of review per Article **IX, Section 901.3**.
6. Treasurer will also prepare a budget and submit to Board members annually for approval to the membership.
7. It shall be the duties of State Directors to attend all State Directors meetings, present State Agenda to the membership for discussion and following State meeting shall report the results of said meeting to the membership.

ARTICLE VII

SECTION 701 – ELECTIONS

1. An election of Officers and Directors shall be held at the regular scheduled meeting in November of each year by a majority vote of those present at said meeting.
2. The term of office for all Officers shall be January 1st to December 31st of the calendar year following such an election.
3. The term of office for Directors shall be two (2) years with two (2) vacancies occurring one (1) year and two (2) the following year.
4. The President and Vice-President shall not hold the same office for more than three (3) consecutive terms. There shall be no limit for service by Directors or the Officers.

ARTICLE VIII

SECTION 801 - REMOVAL OF OFFICERS

1. Any Officer or Director may be removed from office by a two-thirds (2/3) majority vote of those present at a regular meeting.
2. Notification of action to remove an Officer or Director shall be made at the regular meeting next preceding the meeting that the action is to be taken.

3. Any Officer or Director missing three (3) consecutive meetings, without prior notice to Chairman shall be removed from office. The President shall appoint any member, in good standing, to fill any vacancies with approval of the remaining Board of Directors and membership at any regular meeting.

ARTICLE IX

SECTION 901 - COMMITTEES

1. A Chairman of all committees necessary for the function of this organization shall be appointed by the President or presiding Officer at any regular meeting or at anytime pertinent to the function of this organization.
2. The Committee Chairman may in turn pick a committee of members as he or she may deem necessary.
3. The Chair shall appoint a committee of no less than three members, who shall, at the end of each fiscal year and at the change of Treasurers, review the financial records of the Chapter and report to the Chapter no later than the next regular meeting
4. A Nominating Committee of three (3) members shall be appointed by the President; with the approval of the Board of Directors, at a regular meeting Two (2) months prior to the election of Officers. The purpose of this Committee shall be to provide a list of suitable candidates for election as Officers and Directors.
 - a. Nominations may be made by any member from the floor, prior to the election.

ARTICLE X

SECTION 1001 – AMENDMENTS

1. These by-laws may be amended or changed at any regular meeting of the organization by a two-thirds (2/3) majority vote of those present at said meeting.
2. Notice of proposed amendments or changes to these by-laws shall be in writing and shall state proposed amendment or change and shall be presented at two (2) regular meetings prior to a vote being taken.

ARTICLE XI

SECTION 1101 - STATE MEETINGS

1. There shall be expense allowances for State Directors to attend State Director meetings and State Convention. Expense allowance shall include the BCHI Foundation Director to attend one meeting per year. The amount of any expense shall be set by standing rule.

ARTICLE XII

Robert's Rules of Order shall govern the conduct of the business of Panhandle BCH when not in conflict with these by-laws.

ARTICLE XIII

In the event of dissolution of the Panhandle Back Country Horsemen, any unexpended funds will be distributed to Back Country Horsemen of Idaho.

PANHANDLE BACK COUNTRY HORSEMEN, INC.
PO BOX 1903, HAYDEN, ID 83835
STANDING RULES
Created and adopted October 15, 2011

SECTION 101 -DUES

1. Dues shall be twenty-five (\$25.00) dollars per year for individuals and immediate family (living in the same household), shall be thirty-five (\$35.00) per year.
2. Sponsor membership dues shall be no less than thirty (\$30.00) dollars per year. Sponsor member(s) do not have voting rights.
3. Dues are payable January 1st for the calendar year. Any member having not paid their dues by March 31st shall no longer be in good standing and no voting rights shall be allowed.
4. Any new member joining after October 1st of any year, their dues shall apply to the following year.

SECTION 201 - MEETINGS OF MEMBERSHIP

1. A regular meeting shall be on the third (3rd) Saturday of each month at 7:00 PM with the exception of months June, July, and August, such meetings will be held on the third (3rd) Wednesday of each month at 7:00 PM. The December meeting to be held at a convenient date due to holiday schedules.

SECTION 301 - STATE MEETINGS

1. Mileage allowance shall be at the rate of forty (40) cents per mile (one way), regardless of the mode of travel. Such mileage shall be allowed to only one member in each vehicle.
2. Attendance per diem shall be at the rate of seventy-five (75) dollars per day for lodging to attend State meetings or State Convention.
3. Travel per diem to and from State Directors meeting and State Convention shall be computed as follows:

100 miles or less (one way)	NONE
101 miles to 250 miles (one way)	\$12.00
251 miles to 425 miles (one way)	\$16.00
426 miles and over (one way)	\$20.00