

Eastern Ontario Paint Horse Club Constitution

Article I

Section 1: Club Name

This organization shall be named the **Eastern Ontario Paint Horse Club**. The official abbreviation shall be E.O.P.H.C.

Section 2: Mission

The Eastern Ontario Paint Horse Club shall at all times be operated and conducted as a non-profit association in accordance with the laws of the Province of Ontario. The purposes of the Eastern Ontario Paint Horse Club are as follows:

- A. To promote the Paint Horse by encouraging the breeding of Paint Horses for conformation and ability;
- B. To promote the Paint Horse as a breed;
- C. To promote the Paint Horse through the following activities: horse shows, pleasure and trail riding, parades, racing and all other activities of the same nature;
- D. To promote good horsemanship and good sportsmanship;
- E. To educate the public about the qualities of the Paint Horse and the American Paint Horse Association;
- F. To encourage and educate our youth in horsemanship and horse ownership;
- G. To encourage membership to both the regional and national Club;
- H. To promote good horse husbandry and equitation.

Section 3: Zone

The E.O.P.H.C. shall encompass the following area: Eastern Ontario, including the Counties of Leeds and Grenville, Lennox, Renfrew, Addington, Frontenac, Lanark, Ottawa, Carleton, Stormont, Dundas & Glengarry, Prescott & Russell, but its members can be residents of any country. The principal office of the Club shall be the address of the duly elected Secretary, but business of the Club may be conducted at any location established by the Board of Directors.

Section 4: Corporate Seal

The seal of the corporation shall be maintained in the custody of the Club Secretary or other designated officer.

ARTICLE II – MEMBERS

Section 1: Membership

Membership shall be open to all persons and is not restricted to the E.O.P.H.C. zone (Article 1 Section 3) who subscribe to the aims of the Club, abide by the by-laws, rules and regulations of the Club, as well as assist on furthering the aims and objectives of the Club. Membership shall be in accordance with the rules and regulations as adopted by the Board of Directors.

Membership year is the fiscal calendar January 1st to December 31st. Membership for the current year will not be accepted after October 31st of that year.

Membership categories are, but not limited to, the following:

INDIVIDUAL

FAMILY

YOUTH (18 years of age and under, requiring the signature of a parent or guardian)

Section 2: Rights

All members in good standing shall have equal rights, interest and responsibility with respect to the Club and its property. All members 19 years of age and older in good standing shall be entitled to vote on all matters requiring a vote, as established by the Board of Directors.

All youths are permitted to a vote concerning youth interests or activities. The Youth Representative will have a vote on all Board of Director matters.

Section 3: Quorum

20% of the members of the Club shall constitute a quorum for the purpose of conducting business, at a membership meeting. A simple majority vote of the members present at any meeting of the membership shall be sufficient to approve any matter brought before the membership for action. No business shall be conducted without a quorum being present, with the exception of adjourning the meeting until a quorum shall be present. Absentee or vote by proxy will not be allowed.

Section 4: Meetings

A. Annual General Meeting

The Annual General Meeting of the membership shall be held in November or at a time and place established by the Board of Directors. All members in good standing shall receive notice via mail, e-mail, Facebook or website notification on the homepage of the meeting stating the date, time, place and agenda, a minimum of four (4) weeks in advance of the meeting. Membership meetings shall be governed by the Robert's Rules of Order.

B. Special Meetings

A special membership meeting or meetings may be called by the President or by the majority of the Board of Directors if deemed necessary and provided all members have been notified in writing as stated above.

ARTICLE III – BOARD OF DIRECTORS

Section 1: Members

The Board of Directors shall consist of the elected officers of the Club and seven (7) Directors.

The officers consist of a President, Vice President, Secretary, Treasurer, Past President.

Director positions may be combined as necessary and additional Directors at large may be appointed. The Club will maintain a minimum of four (4) Directors at any time.

Section 2: Power and Authority of the Board

The business and property of the E.O.P.H.C. shall be controlled and managed by the Board of Directors. The Board of Directors shall have the power and authority to adopt, amend, repeal and enforce such rules and regulations as they deem expedient concerning the:

- A. Conduct, management and activities of the Eastern Ontario Paint Horse Club;
- B. Removal or suspension of Officers and Directors;
- C. Setting and collection of annual dues and other fees;
- D. Expenditure of moneys;
- E. Auditing of books and records;
- F. Awarding of year-end awards and recognitions;
- G. Conducting of shows, contests, exhibitions, races, sales, raffles, social functions and other functions/details relating to the general purposes of the Eastern Ontario Paint Horse Club;
- H. Establishing standing and/or special committees.

Section 3: Board of Directors Meetings

The Board of Directors shall meet quarterly over the year with general interest and special meetings as required and at the call of the President or majority of Board members. Absentee or vote by proxy will not be allowed at any regular or special Board meeting. Half of the Board of Directors, plus one other Club member shall constitute a quorum for the purpose of conducting business. No business shall be conducted without a quorum present with the exception of adjourning until a quorum is present. A simple majority vote of the Board members shall be sufficient to approve any matter brought before the Board for action. Board of Directors meetings shall be governed by Robert's Rules of Order.

ARTICLE IV – OFFICERS AND DUTIES

Section 1: Officers/Duties

The Officers of the Eastern Ontario Paint Horse Club must reside within the E.O.P.H.C. zone (Article 1 Section 3) and be members of good standing. The Officers shall keep members up to date on changes in policy, club activities, etc...

A. President

The President of the Eastern Ontario Paint Horse Club shall be the chief executive officer and shall preside at all meetings of the Board of Directors and the general membership and shall have the right to request any other officer or member to preside temporarily for a specified purpose. In the absence of the President, the Vice President shall preside. In the absence of both the President and Vice President, the Directors shall appoint a chair. The President shall attend all functions of the E.O.P.H.C.. In the absence of the President, the Vice President shall attend. In the absence of both the President and Vice President, the Directors shall appoint a Board Member to attend. The President shall perform all other duties and responsibilities, as may be assigned by the Board of Directors. The President should not be Chairman of any standing committee but shall be an ex-official of all committees. When voting results in a tie, the President shall cast the deciding vote. The President shall prepare the meeting's agenda.

B. Vice President

The Vice President shall preside at the meetings of the Board of Directors and general membership in the absence of the President. The Vice President shall perform all such other duties and responsibilities as assigned by the President or Board of Directors.

C. The Secretary

The Secretary shall record minutes of all Board of Director and general membership meetings of the Eastern Ontario Paint Horse Club and take member attendance at such meetings.

1. He/She shall carry on the necessary correspondence of the Club and perform other duties as may be assigned by the Board of Directors.
2. He/She shall make available copies of the minutes of the meetings to members in good standing upon request.
3. He/She shall ensure that, the minutes of meetings will have members names removed for the protection of their privacy.
4. He/She shall be responsible for sending cards of sympathy, gratitude, etc...

D. Treasurer

The Treasurer shall collect, deposit and disperse monies of the Eastern Ontario Paint Horse Club as prescribed by the Board of Directors.

1. He/She shall present financial statements at all meetings of the Board of Directors.
2. He/She shall present a list of expenditures for approval;
3. He/She shall promptly deposit into the Club's account all monies collected.
4. He/She shall sign all cheques drawn on the account of the Club, such cheques will require the co-signature of an officer of the club as designated by the executive;
5. He/She shall only disburse Club funds by cheque, except for the disbursements of funds in petty cash.
6. He/She shall prepare and review the annual financial report and budgets of estimated income and expenditures for the coming year;
7. He/She shall perform all such duties and responsibilities as assigned by the President or Board of Directors
8. He/She shall distribute the annual financial report to all members of the club and will forward a copy to APHA.

E. Past President

The Past President is encouraged to attend the Board of Directors and general membership meetings to provide advice, leadership and directions for the following two (2) year term.

Section 2: Directors/Duties

The Directors of the Eastern Ontario Paint Horse club must reside within the E.O.P.H.C. zone. (Article I Section 3) and be current members of good standing, *however, should no Eastern Ontario residing member step forward to fill in as an Officer of the Club, a member of good standing, living outside the E.O.P.H.C. zone, may take office.* The Directors shall keep members up to date on changes in policy, club activities, etc...

A. Membership

1. He/She shall be responsible for collecting all membership fees and forwarding them to the Treasurer;

2. He/She shall keep and an accurate list of all members in good standing;
3. He/She shall provide an updated membership list for all executive and directors;
4. He/She shall provide all members with a numbered membership card and a copy of the constitution either by mail, e-mail or via the website.
5. The constitution will be posted on the website on the Mission page.

B. Show Chairperson

1. He/She shall be responsible for contacting judges for shows (after Board of Directors approval)
2. He/She shall be responsible to contact APHA pertaining to show(s) i.e. dates, class schedules, etc.... (after Board of Directors approval)
3. He/She shall be responsible for overseeing individual show committees.
4. He/She shall ensure that Premium list and class schedules shall be published in accordance with APHA show rules and regulations.
5. He/She shall be responsible for any other duties that may pertain to organizing a show such as staff (i.e. ring stewards, show secretary, announcer, ring crew, ribbon runner, etc.), ribbons, sponsorship, prizes, show programs, etc...

C. Fundraising

1. He/She shall be responsible for forming committees to help raise funds, sponsorships and prizes for the E.O.P.H.C.

D. Public Relations/Social Coordinator

1. He/She shall be responsible for the Annual General Meeting, the awards ceremony including dinner, prizes and the Perpetual Awards;
2. He/She shall be responsible for refreshments at membership and Board of Director meetings;
3. He/She shall be responsible for social events of the E.O.P.H.C. such as BBQ's, parties, etc...

E. Youth Representative

1. He/She shall provide a voice for the youth to the executive.
2. He/She shall assist in organizing youth events within the Club.
3. He/She shall keep youth members up to date on changes in policy, etc.

F. Newsletter/Website

1. He/She shall be responsible to publish a newsletter and flyers as required and deemed necessary by the Board of Directors.
2. He/She shall be responsible to collect and submit all monies for advertising from the newsletter and website to the Treasurer.
3. He/She shall be responsible for seeking out a web site domain to host the E.O.P.H.C. webpage.
4. He/She shall be responsible for renewing and organizing the payment of the website domain in cooperation with the Treasurer.
5. He/She shall be responsible for creating, maintaining and updating the web page every two weeks or as necessary or required.
6. He/She may include the minutes of a general meeting in a newsletter but not on the website. This must be authorized by the Board of Directors.
7. He/She may include notification of meetings of the membership and Board of Directors.
8. He/She shall be responsible to provide a link to the membership, update on

shows, and all Club activities.

G. Events Co-ordinator

1. He/She shall head committees set up for social events such as trail rides, parades, clinics, meetings, etc. and be in charge of organizing these events.

Section 3: Vacancies

If the vacancy involved is the President, the Vice President shall automatically succeed to the Presidency.

A vacancy for the position of Vice President, Secretary and Treasurer may be appointed to a Director by the Officers and Directors until the position is due for re-election.

A vacancy for the position of a Director may be appointed to a member in good standing by the Officers and Directors until the position is due for re-election.

Section 4: Removal of a Director

Any elected Director who has missed the year's Executive meetings and/or is not fulfilling his/her duties after one year of service will have his/her position, automatically, be up for re-election at the annual general meeting without any further action at the discretion of the current executive.

ARTICLE V – ELECTION OF OFFICERS AND DIRECTORS

Section 1: Nomination

The President shall appoint a nominating committee prior to the annual membership meeting. The Nominating Committee Chairperson shall prepare and present a slate of nominees for each office and director positions to be elected. All nominees must be current members and reside within the E.O.P.H.C. zone. (Article I Section 3).

A. Mail Nominations

Nomination forms containing a list of the officers or directors open for nominations are to be mailed to all members in good standing four (4) weeks prior to the specified date of the Annual General Meeting.

In the case of a severe weather warning by Environment Canada for the E.O.P.H.C. zone for the date of the election, cancellation notification will be posted on the website with the rescheduled election date listing the time and place. The meeting will be held within seven (7) to ten (10) days from original date. Members can also contact any of the Executive members for the above information.

1. Nomination forms must be accepted and signed by the nominee in order to be valid.
2. Nominations must be received at or before the Annual General Meeting.
3. Nominees need not be present at the election meeting to accept the position.
4. Additional nominees can be accepted from the floor at the Annual General Membership Meeting, but nominees must be present to accept.

Section 2: Election

1. Votes are by written ballot
2. Absentee or voting by proxy is not allowed
3. During even years, (eg. 2014) officers are elected in the following order: President, Vice-President, Secretary, Treasurer.
4. During odd years, (eg. 2013) directors will be voted in the following order: Show Chairperson, Events Co-ordinator, Public Relations/Social Coordinator, Fundraising, Newsletter/Website, Membership, Youth Representative;
5. Votes are tabulated for each officer position prior to proceeding to the next officer position to be elected so that nominees not elected for a position may be nominated for subsequent officer and or director positions.
6. The nominee receiving a simple majority of votes shall be elected.
7. Results of the election shall be forwarded to the APHA office within fourteen (14) days of the election by the Secretary.

Section 3: Term of Office

The offices of the President, Vice-President, Treasurer and Secretary shall be for a term of two (2) years commencing Election 2008 (therefore Executive elections will be even calendar years) or until a successor is duly elected and qualified.

Directors shall serve for a term of two (2) years commencing Election 2009 (therefore Directors elections will be odd calendar years).

Official duties will be assumed immediately after the Annual General Meeting is adjourned.

ARTICLE VI – AMENDMENTS

Section 1:

- A. A By-Law may be enacted, amended or annulled by a majority vote of the members and /or Board of Directors present at any regular meeting.
- B. Written notice of the intention to move such enactment, amendment or annulment of the By-Laws, must be given in writing to each member in good standing not less than ten (10) days prior to such meeting of the Club. Please note that publishing on the website will be considered written notice.

ARTICLE VII – INDEMNIFICATION

Section 1: Amendments.

Each officer, director and committee member of the Eastern Ontario Paint Horse Club shall be indemnified by the Eastern Ontario paint Horse Club against all costs, expenses and liabilities reasonably incurred by him/her in connection with or resulting from any action, suit or proceeding to which he/she may be made party by reason of his or her being or having been a director, officer or committee member of the Club, except in relation to matters which shall have been occasioned by the willful misconduct or dishonesty of such officer, director or committee member. The forgoing right indemnification shall cover amounts of pain and suffering in settlement of any such action, suit or proceeding when such settlements appear

to be in the interest of the Club. The foregoing rights shall be in addition to any other rights of which such officer, director or committee member may be entitled to as a matter of law.

ARTICLE VIII – DISCIPLINE

All complaints against an Eastern Ontario Paint Horse Club member must be in writing to the Board of Directors. Notice of receipt of complaint shall be sent by registered mail to the defendant and complainant concerned.

On receipt of a complaint against a member, the Board of Directors shall strike a Discipline Committee consisting of five (5) ordinary members; two to be selected by the defendant, two to be appointed by the Board of Directors and a Chairperson selected by these four. Their duty is to hear the complaint and to make recommendations of a course of action to be taken by the Board of Directors within ten (10) days of the receipt of the complaint.

The board of Directors shall have the power to dismiss the complaint, to warn, to reprimand, or to act upon the recommendation of the majority of the Discipline Committee or to expel the defendant from membership.

ARTICLE IX – COMMITTEES

The following committees may be formed each year. It is suggested but not required that each committee may have a minimum of three members, one of which is to be a member of the executive. Any member in good standing can chair a committee.

1. Fundraising
2. Year End Banquet and Awards
3. Youth Committee
4. Public Relations
5. Show Committee
6. Events
7. Other committees as required

ARTICLE X – DISSOLUTION

Upon dissolution of the corporation, the Board of Directors, shall, after paying or making provision for the payment of all liabilities of the corporation, dispose of all assets of the corporation exclusively for the purposes of the corporation in such manner, or to such organization or organizations organized and operated exclusively for agricultural purposes as the Board of Directors shall determine. The American Paint Horse Association, Fort Worth, Texas, is to be given first consideration.

EASTERN ONTARIO PAINT HORSE CLUB

MEMBERSHIP AND AWARD RULES AND REGULATIONS

Section 1: Membership

- 1.01 To be eligible for an E.O.P.H.C. award, the owner of the horse and the exhibitor must be a member of the E.O.P.H.C.
- 1.02 In the case of joint ownership, both owners must be members.
- 1.03 In the case of a leased horse, the leasee must be a member.
- 1.04 It is the member's responsibility to ensure that he/she completes a membership form when paying dues.
- 1.05 The membership year shall be from January 1st to December 31st of that fiscal year.

Section 2: Point Tabulation

- 2.01 Class points are recorded on any horse belonging to an E.O.P.H.C. member entering an APHA class.
- 2.02 It is the owner's responsibility to notify the point secretary when any change of ownership occurs. Ownership of a horse will be recognized as of the date on its registration certificate.
- 2.03 Points will be recorded from the date of membership.
- 2.04 The Youth does not need to own the horse he/she exhibits.
- 2.05 Points will be recorded on a one horse, one exhibitor basis for Novice Amateur, Amateur and Youth awards. For all other High Point awards, points will be tabulated on the horse only.
- 2.06 Points will be tabulated as per the table.

<i>Horses in Class</i>	<i>Placing 1st</i>	<i>Placing 2nd</i>	<i>Placing 3rd</i>	<i>Placing 4th</i>	<i>Placing 5th</i>	<i>Placing 6th</i>
<i>One</i>	<i>1 Point</i>					
<i>Two</i>	<i>2 Points</i>	<i>1 Point</i>				
<i>Three</i>	<i>3 Points</i>	<i>2 Points</i>	<i>1 Point</i>			
<i>Four</i>	<i>4 Points</i>	<i>3 Points</i>	<i>2 Points</i>	<i>1 Point</i>		
<i>Five</i>	<i>5 Points</i>	<i>4 Points</i>	<i>3 Points</i>	<i>2 Points</i>	<i>1 Point</i>	
<i>Six or More</i>	<i>6 Points</i>	<i>5 Points</i>	<i>4 Points</i>	<i>3 Points</i>	<i>2 Points</i>	<i>1 Point</i>

- 2.07 Two (2) extra points will be awarded to being named Grand Champion, one (1) extra point will be awarded for being named Reserve Champion;
- 2.08 In an all age class, *Junior* and *Senior* horses will have their points distributed to their respective divisions. *Exception: Green Classes will not count towards Junior and Senior awards.*
- 2.09 Outstanding accounts with the E.O.P.H.C. must be paid within 30 days following the date of notification. If the amount is not paid within this time period all E.O.P.H.C. points previously earned will be forfeited and APHA will be notified.

Section 3: Awards

- 3.01 A horse must be shown at a minimum of 3 individual shows, no matter the number of judges officiating at the show, in order to be eligible for an E.O.P.H.C. award.
- 3.02 Perpetual Awards are owned by the E.O.P.H.C. All awards will be kept by the winners until two (2) months prior to the following year's awards presentation night. Awards may be turned in at any E.O.P.H.C. event.
- 3.03 All winners must make their own arrangements for pick up and return delivery of awards to the Public Relations Director.
- 3.04 Awards will be presented for the year at the banquet. Others may be added as required
 1. High Point Halter Stallion (All Open Stallion Classes)
 2. High Point Halter Mares (All Open Mare Classes)
 3. High Point Halter Geldings (All Open Gelding Classes)
 4. High Point Senior Horse (All Senior Classes)
 5. High Point Novice Amateur (All Novice Amateur Classes)
 6. High Point Amateur (All Amateur Classes)
 7. High Point Youth (All Youth Classes)
 8. High Point Junior Horse (All Junior Horse Classes)
 9. High Point Tobiano Colour
 10. High Point Overo Colour
 11. High Point Yearling (Lunge Line, In Hand Trail, Halter)
 12. High Point Leadline
 13. High Point Walk Jog Amateur
 14. High Point Youth Walk Jog
 15. High Point Solid Bred Halter Stallion
 16. High Point Solid Bred Halter Mare
 17. High Point Solid Bred Halter Gelding
 18. High Point Solid Bred Amateur
 19. *High Point Green Horse (All Green Horse Classes)*
 20. *High Point Weanling (Eligible for this award with no minimum shows)*
 21. *High Point Gelding (Points in Halter and All Open Performance Classes including Green)*
 22. *High Point Mare (Points in Halter and All Open Performance Classes including Green)*
 23. *High Point Recognition for each individual APHA and NON APHA club class winner.*
- 3.05 All year end award winners will be notified prior to the awards banquet.

Section 4: Show and Contest Rules

- 4.01 Show dates for APHA pointed shows are to be approved by the Board of Directors and APHA. Non APHA shows are to be approved by the Board of Directors.
- 4.02 Class schedules shall be approved by the Board of Directors and APHA.
- 4.03 Premium list and class schedules shall be published in accordance with APHA show rules and regulations.
- 4.04 Any person hosting a show for the E.O.P.H.C. shall be responsible for forming a committee to ensure that the show runs according to APHA rules and regulations.
- 4.05 Any person hosting a show has the same responsibilities as the Show

Chairperson. (Article 1V Section 2 #B)