

## **Houston Area Carriage Association By-Laws**

### Article I

#### Name

Section 1. The name of the organization shall be the Houston Area Carriage Association (“HACA”).

### Article II

#### Purpose

Section 1. The purposes for which HACA is organized are:

- a. to promote the sport of driving of equines to carriages both competitively and for pleasure;
- b. to educate and inform both its members and the public with respect to driving methods, safety and events; and
- c. to organize driving events and to facilitate and encourage the organization of driving events.

### Article III

#### Board of Directors

- Section 1. The Board of Directors shall consist of no less than six and no more than 12 directors, four of whom shall be the Officers listed in Article IV, Section 1. They shall be chosen from the individual members at the Annual Meeting as set forth in Article III, Section 3.
- Section 2. The duties of the Board members are to attend Board Meetings and to oversee the functions of HACA in accordance with the Bylaws.
- Section 3. There shall be at least three groups of directors; each group shall be elected by the membership for three years. One group of directors shall be elected annually at the Annual Meeting of the members.
- Section 4. The Board of Directors shall meet at least twice a year. Board meetings shall be scheduled upon notice of the President or any two other officers.
- Section 5. Directors must be members in good standing when elected and remain members in good standing during their term of service.
- Section 6. The Board of Directors may declare vacant an office of any director absent without excuse from three consecutive meetings of the board and may fill any vacancy. A director so elected shall hold office for the remainder of the term of his/her predecessor.
- Section 7. A director may be elected to succeed himself/herself for a second three year term. No director shall be eligible for re-election after serving two consecutive three year terms until an interval of one year has passed.

### Article IV

#### Officers

- Section 1. The officers shall be President, Vice President, Secretary and Treasurer. Separate individuals must fill these positions.
- Section 2. The Officers must be members in good standing when elected and remain members in good standing during their term of service.
- Section 3. The term of office shall be for one year.
- Section 4. The duties of the President are to prepare the agenda and preside at all meetings, appoint committee chairs

and oversee the general operations of HACA.

Section 5. The duties of the Vice President are to assist the President and perform presidential duties in the absence of the President.

Section 6. The duties of the Secretary are to record the minutes of HACA's meetings and to preserve its records.

Section 7. The duties of the Treasurer are to keep the records of HACA's finances and propose an annual budget. The fiscal year shall be from August 1 to July 31.

Section 8. The officers shall be elected by the Board of Directors.

#### Article V Committees

Section 1. The Board may appoint such committees as it deems appropriate or necessary from time to time.

#### Article VI Membership

Section 1. Membership in HACA is open to anyone interested in equine driving. Membership is effective upon completion of an application, including a release of liability, and payment of dues.

Section 2. Dues shall be decided by the Board of Directors and are payable on August 1.

Section 3. The annual meeting of the members shall be held in August. The President shall give notice to the members of the meeting not less than 15 days prior to the meeting date.

#### Article VII Elections and Quorum

Section 1. A nominating committee shall be appointed by the Board and shall present its slate of nominees to the membership at the annual meeting in August.

Section 2. The election of directors shall take place at the August annual meeting by a simple majority of those members present at the meeting.

Section 3. Members in good standing present at a meeting shall constitute a quorum. Decisions may be made by a majority vote of the members present.

Section 4. A quorum of the Board of Directors shall consist of one-half of the Board members. Any action by the Board shall require a majority of the Board members present.

Section 5. Except for the office of President, a vacancy of any office may be filled by appointment by the Board of Directors. Vacancy of the office of President shall be filled by the Vice President.

Section 6. The Board may amend the Bylaws by a majority vote of the Board.