

**PACIFIC RIM ARABIAN HORSE ASSOCIATION**  
*An Affiliate of the International Arabian Horse Association*  
**BYLAWS**  
Ratified July 15, 1999

**ARTICLE I**  
**NAME AND ORGANIZATION**

**Section 1:** This Club shall be known as the PACIFIC RIM ARABIAN HORSE ASSOCIATION (PRAHA).

**Section 2:** The purpose of the PACIFIC RIM ARABIAN HORSE ASSOCIATION is to protect, enjoy and promote understanding of the Arabian breed by actively encouraging friendship, enjoyment and involvement among amateurs, professionals, youth and other Arabian horse enthusiasts.

**Section 3:** The principal office or place of business shall be the home of the duly elected President of the Club, with a permanent, separate post office box for club correspondence.

**Section 4:** The fiscal year of the Club shall be January 1<sup>st</sup> through December 31<sup>st</sup> of each year.

**Section 5:** The PRAHA Corporation shall issue no capital stock.

**Section 6:** As an International Arabian Horse Association (IAHA) chartered club, PRAHA shall abide by the current rules of IAHA.

**ARTICLE II**  
**OFFICERS AND DUTIES**

**Section 1:** The Officers of the Club shall be: President, Vice-President, Secretary and Treasurer. The President, Vice-President, Secretary, and Treasurer shall be nominated and elected by the general membership. These officers shall hold office for a period of one year. The elected officers shall comprise the Executive Committee of the Club.

**Section 2:** The President shall preside at all general and Board of Directors meetings of the Club. The President shall vote only to break a tie. The President shall appoint all special and standing committee, chairpersons and serve as ex-officio member of all committees. Each Presidential appointment shall be approved by the Board. The President shall conduct the business of the Club in accordance with the Club Bylaws, and Roberts Rules of Order.

**Section 3:** The Vice-President shall preside at all general and Board of Directors meetings in the absence of the President. The Vice-President shall act as chairperson of the Nominating Committee. In the event of vacancy in the office of President, the Vice-President shall succeed to that office for the unexpired term.

**Section 4:** The Secretary shall record all meetings and transcribe the record to official minutes. The Secretary may tape record of any club meeting and transcribe the tapes into official minutes. These minutes shall be offered for approval at the next Board meeting. Any discrepancies shall be resolved at the next regular membership meeting. Approved minutes shall be the official record of club business and shall be retained for at least two years. The Secretary shall safeguard the records of the Club and shall be Secretary of all Board meetings. The Secretary shall conduct, supervise, count and record the balloting of all elections and perform such other duties as usually pertain to this office, including those specifically assigned by the President and/or the Board of Directors.

**Section 5:** The Treasurer shall keep and safeguard the funds of the Club and keep accurate records of same. The Treasurer shall be required to report monthly receipts and disbursements of all monies handled through this office. The Treasurer shall not disperse funds, except as approved by the Board of Directors. The Treasurer shall also act as Membership Chairperson unless one is appointed separately by the President.

**Section 6:** Chairpersons of all committees shall serve for a period not to exceed one year unless appointed for a second term.

**Section 7:** As an IAHA chartered club, all Officers must be an individual affiliate voting member of IAHA through PRAHA at the time of election and during their term of office.

## **ARTICLE III DIRECTORS AND DUTIES**

**Section 1:** The Board of Directors of the Club shall consist of seven members: President, Vice-President, Treasurer, Secretary, and most recent past President and two elected from the general membership.

**Section 2:** The two Directors elected from the general membership shall hold office for a period of two years, one being elected each year.

**Section 3:** The Publicity Chairperson shall be an honorary, nonvoting member of the Board of Directors and shall be responsible for the publication of the Newsletter. If no separate Publicity Chairperson is appointed, the Secretary shall assume the responsibility for the Newsletter.

**Section 4:** As an IAHA chartered club all Directors must be an individual affiliate voting member of IAHA through PRAHA for at least one year, at the time of election and during their term of office.

**Section 5:** The Board of Directors shall meet as necessary to conduct the business of the Club.

**Section 6:** Meetings of the Board of Directors may be called by the President or any three members of the Board or any eight general members in good standing. Each Director shall receive written or telephone notice of the time and place of each meeting at least ten days in advance.

**Section 7:** A quorum at any meeting of the Board shall be four or more Directors. A majority of the quorum shall decide any question that may arise. No business shall be conducted without a quorum being present.

**Section 8:** The duties of the Directors shall be to advise the Club in promoting, encouraging and fostering interest in the Arabian Horse. The Directors shall review and act on potential member applications and function in the capacity of an Ethic Review Committee. The Directors, through the Executive Committee, shall be responsible for the day to day operation of the Club.

**Section 9:** All vacancies in the offices of the Club, except that of President, shall be filled by appointment by the Board of Directors. Those so appointed shall serve for the remainder of the current year. The office of President shall be filled by the Vice-President for the remainder of the term. Other vacancies on the Board for any reason shall be filled by the Board of Directors until the next general election.

## **ARTICLE IV MEETINGS**

**Section 1:** The annual meeting of the Club announcing the newly elected officers will be held in November. The time and place of this annual membership meeting shall be designated by the Board of Directors. Each member shall receive a written or telephone notice of each meeting at least ten days in advance.

**Section 2:** The President may call special meetings of the general membership provided all members are given at least ten days advance written or telephone notice.

**Section 3:** A quorum shall consist of four or more Directors and the voting members in good standing present. No business shall be conducted until a quorum is present.

**Section 4:** All meetings shall be conducted in accordance with Roberts Rules of Order. At the Secretary's request, motions and amendments to motions coming before the Club or its membership shall be presented to the Secretary in writing before being discussed or voted upon.

## **ARTICLE V NOMINATIONS AND ELECTIONS**

**Section 1:** The Nominating Committee shall consist of four members: The Vice-President, acting as chairperson; one Director appointed by the President, and two other members elected from the general membership, excluding officers and members of the Board.

**Section 2:** The Nominating Committee shall recommend a minimum of two candidates each for the positions of President, Vice-President, Secretary, Treasurer, Director, and two nominating committee members. The general membership will be notified of these recommendations by mail with the postmark no later than September 1. Any additional nominations may be made by the general membership by mail with five signatures of members in good standing, to the Secretary with the postmark no later than September 15. All nominations will be compiled and sent via a mail ballot to the general membership with a postmark no later than September 20. The ballots must be back to the Secretary with a postmark no later than September 30. The Officer and Director positions will be elected by a simple majority of ballots returned. Results will be announced at the November annual meeting. Each position must be voted for, for the ballot to be valid.

**Section 3:** Voting shall be by mail \_with provisions\_ for maintaining the confidentiality of each member's vote. Outer return envelopes shall include the member's signature or the ballot will not be valid. The nominating committee shall be responsible for insuring that only voting members in good standing are allowed to cast a ballot.

**Section 4:** Installation of Officers and Directors shall be held on or before January 1. Term of office shall begin January 1.

## **ARTICLE VI MEMBERSHIPS, VOTING RIGHTS AND DUES**

**Section 1:** Eligibility for active membership in good standing:

- a) Any individual of good character and reputation interested in Arabian horses and promoting good horsemanship;
- b) Membership approved by the Board of Directors;
- c) Payment of annual dues for membership year which shall run from January 1 to December 31.

**Section 2:** Types of Membership:

- a) **Individual Affiliate Voting Membership:** A person who is a current IAHA member through PRAHA. May vote, hold office, and/or be a delegate through this club. The member is also eligible to vote, hold office, be on a committee and/or be a delegate at the regional and national level of IAHA;
- b) **Individual Associate Non/Voting Membership:** A person who is not a current affiliate IAHA member through this club. Has voting rights in this club but is not eligible to hold office or be a delegate;
- c) **Youth Non/Voting Membership:** Open to any individual under the age of 18 as of December 1 of the previous calendar year. Has no voting rights and is not eligible to hold office or be a delegate;
- d) **IAHA Life (Voting) Membership:** A life member of IAHA who has listed this club as his/her "designated" club, may vote, hold office and/or be a delegate in this club.

**Section 3:** Voting by proxy shall not be allowed.

**Section 4:** Dues

- a) Dues for the succeeding calendar year shall be \$10.00 above IAHA membership for an individual membership. Youth membership shall be \$5.00 above IAHA membership fee;

- b) The PRAHA membership year shall coincide with the IAHA membership year. Dues are due and payable to IAHA and PRAHA on October 31 preceding the membership year and shall become delinquent on January 1 of the membership year;
- c) Dues shall be sent to the Membership Director;
- d) New members may join PRAHA and IAHA at any time but dues shall not be prorated;
- e) PRAHA shall transmit to IAHA the sum assessed by IAHA and collected by PRAHA per IAHA individual affiliate voting member for dues. The Membership Director shall transmit these funds to IAHA within 30 days after receipt by the Club.

**Section 5:** All new members shall be given a copy of the Club's current Bylaws.

## **ARTICLE VII FINANCIAL**

**Section 1:** This Club is a non-profit organization. All funds shall be used in accordance with our stated purpose and to provide for the continued function of the Club.

**Section 2:** Disbursement of Club funds in excess of \$500 shall require two of three authorized member signatures approved by the Board of Directors.

**Section 3:** At the completion of the Treasurer's term of office, or at least annually if the treasurer is re-elected, the club's financial records will be audited by an Auditing Committee made up of three representatives of the membership. Members of the Auditing Committee should not include any Board of Director, including Treasurer, who has or had responsibility for the financial records to be audited. The Auditing Committee shall have the authority to put forward a motion to the membership requesting the Club's books be audited by a non-member Certified Public Accountant (CPA). The Auditing Committee shall also have the authority to choose the CPA.

**Section 4:** Should the Club be dissolved, any remaining assets shall be donated for equine research, youth promotion and other selected benevolent use.

## ARTICLE VIII AMENDMENTS

**Section 1:** These Bylaws may be amended or revised at any meeting of the Club providing a quorum is present and providing that the proposed amendment or revision was presented in writing to all members in good standing at least ten days prior to the meeting. The amendment(s) or revision must be approved by at least a two-thirds (2/3) vote of the regular members present at such meeting.

**Section 2:** All amendments passed shall be dated, signed and sent to IAHA along with a cover letter signed by both the Club President and Secretary.

Signed by: Margaret M. Eby \_\_\_\_\_  
Signature of President

7/15/99 \_\_\_\_\_  
Date

Signed by: Katrina M. Kennedy \_\_\_\_\_  
Signature of Secretary

7/15/99 \_\_\_\_\_  
Date