

The Kentucky Hunter & Jumper Association
BYLAWS
Updated: 12/10/11

I. MEMBERSHIP AND DUES. The membership for the Kentucky Hunter and Jumper Association (KHJA) shall run from December 1 through November 30. The age of any individual on Dec 1 shall remain their age for the entire membership year. Dues for the membership year are due on ~~December 1~~ **December 30**. The KHJA shall send out a dues notice on or around ~~October 15~~ **November 1**. A member may be censured, suspended or expelled from the KHJA and/or fined for inappropriate activities related to the KHJA and/or a KHJA event. Prior to any action being taken against a member, an opportunity for a hearing by the Board of Directors shall be granted and a two-thirds (2/3) vote of a quorum of the Board shall be required to take such action.

A. Senior. A Senior member shall be a member who is 18 years of age or older. Senior members shall be voting members.

B. Junior. A Junior member shall be a member who is less than 18 years of age. Junior members shall not be voting members. **Junior members shall vote on Junior Sportsmanship only.**

C. Family. A family membership allows an individual, who would qualify as a Senior member and/or his/her spouse and their children, who would qualify as Junior members, to become members of KHJA. Only those family members who would qualify as Senior members shall be voting members.

D. Members Shows. Regular member shows must be recognized by the United States Equestrian Federation (USEF). All member shows will be governed by United States Equestrian Federation (USEF) rules. **Local member shows must be members of KHJA and abide by KHJA rules.**

E. Annual Dues. Annual dues for all types of memberships will be determined by the KHJA Board of Directors.

F. The KHJA will serve all members without regard to race, creed, national origin, sex, age, disability or religion affiliation.

II. MEMBERSHIP MEETINGS.

A. **Annual Membership Meeting.** The Annual Membership Meeting shall be held in November of each year. It shall be on the date and at the place designated by the Board of Directors.

B. **Annual Awards Banquet.** The Annual Awards Banquet shall be held in January of each year. It shall be on the date and at the place designated by the Board of Directors, but in no event shall it be scheduled to conflict with the annual meeting of the USEF. High Score Awards will be presented at this banquet.

C. **Special Membership Meeting.** Special meetings may be called by the President of the KHJA or upon the written request of 10 percent of the Association members. At Special Meetings, only such business as shall be stated in the call shall be considered.

D. **Call for Membership Meeting.** All calls for meetings of the members, Annual or Special, shall set forth the date, time and place of the meeting and briefly state the purpose(s) of the meeting. Notice shall be given at least seven (7) days prior to the meeting.

III. HIGH SCORE AWARDS.

A. **Eligibility.** In order to be eligible to accumulate points for the High Score Awards for the Annual Membership Meeting:

1. The show must be a Member Show of the KHJA;

2. The member must be current in his/her KHJA dues;
3. In equitation and horsemanship classes, the individual must be a current member;
4. In divisions in which the horse receives points, the owner of record must be a member AND the horse must be recorded with the KHJA and shown under its recorded name.

IV. BOARD OF DIRECTORS.

A. Qualifications. Only Senior members or those members who would qualify to be Senior members in a Family Membership, who are current on their KHJA dues, shall be eligible to become members of the Board of Directors. There shall be one (1) Junior member chosen by the Junior members to be a Junior Representative on the Board of Directors. The Junior Representative shall attend Board of Directors meetings, but shall have no vote on matters coming before the Board.

B. Regions for Directors. In an attempt to have all areas involved in the KHJA represented by the Board of Directors, the regions shall consist of three (3) areas, known as the Eastern Kentucky Area, the Western Kentucky Area and the Northern Kentucky Area, as shown on the map attached hereto and made a part hereof. Indiana, Ohio, and Tennessee shall have an appointed representative on the Board of Directors in an advisory capacity.

1. The number of Directors from the Eastern and Western areas in Kentucky shall be in proportion to the total number of members residing in each Area. The number of Directors from the Eastern and Western areas each area shall be determined proportionately according to the membership in the geographical alignment, but in no event shall the number of Directors from the Eastern and Western areas in Kentucky be less than four (4). ~~by dividing the total number of members in each Area by 12, but in no event shall the number of Directors from each of the Areas in Kentucky (Eastern and Western) be less than four (4).~~ This calculation shall be made every three (3) years by the Board of Directors.
2. There shall be two (2) Directors from the Northern Kentucky Area.
3. There shall be one (1) representative/advisor from Indiana, Ohio, and Tennessee.

C. Meetings of the Board of Directors.

1. The Board of Directors shall meet at least four (4) times during the membership year to conduct business of the KHJA. Any member wishing to receive notice of the meetings of the Board of Directors shall ~~furnish the~~ notify the Secretary ~~a self-addressed, stamped envelope to be used~~ for notification of meeting dates, times and locations. Any member desiring to speak at a meeting of the Board of Directors must give prior written notice to the Secretary.
2. Minutes of the Board meetings shall be taken by the Secretary and posted on the KHJA website in a timely manner.

D. Limitation of Liability

1. To the fullest extent permitted by Kentucky law, as then in effect, a member of the Board of Directors shall not be personally liable for any action taken, or for any failure of action, in his/her capacity as a member of the Board of Directors engaged in activities on behalf of the KHJA.

V. ELECTION OF BOARD OF DIRECTORS AND OFFICERS.

A. The sitting Board of Directors shall act as a Nominating Committee. Each voting member shall be requested to suggest candidates to fill the vacancies of the Board of Directors and officers. An

email shall be sent to the voting membership requesting suggestions for the Board of Directors no later than November 1st each year. The Nominating Committee will choose up to eight (8) candidates if there are four (4) openings, six (6) candidates if there are three (3) openings, four (4) candidates if there are two (2) openings, and three (3) candidates if there is one (1) opening. A candidate is only eligible to be elected if placed into nomination by the Nominating Committee or from the floor by a voting member present at Annual Meeting.

B. Each year the President, with Board of Directors approval, shall appoint an election committee consisting of three (3) to five (5) voting members who are current on their dues and not nominated for election in the instant election. This committee will count the votes at the Awards Banquet.

C. Voting shall be by secret ballot. Voting members, who are current with their dues, may vote either by mail in person at by bringing their ballots to the Annual Meeting Awards Banquet. A ballot with the names of the candidates proposed by the Nominating Committee shall be mailed to voting members at least 30 days prior to the Annual Meeting Awards Banquet, along with a return envelope addressed to the Chairperson of the Election Committee with a space for the voting member's name and return address, which must be completed in order to have the vote counted. An envelope marked "Confidential Ballot," in which the completed ballot will be placed and sealed, will also be included. The ballots of voting members voting by mail must be received by the Chairperson of the Election Committee no later than noon on the day prior to the Annual Meeting. Those members who elect to vote at the Annual Meeting Awards Banquet may deliver their sealed confidential ballots, in the return envelope with member's name and address, to a member of the Election Committee.

D. The name on the return address of all ballots received in a timely and proper manner shall be checked to assure that the member is a voting member current on their dues. The sealed confidential ballot inside all eligible ballot envelopes shall then be removed from the return envelopes. After the return envelopes have been discarded, the confidential ballots shall be opened and counted. The candidates with the most number of votes shall be elected to the Board of Directors.

VI. AMENDMENT TO BYLAWS.

A. An amendment to these bylaws may be adopted on a two-third (2/3) vote of the voting members, either present or by proxy at an Annual or Special Meeting. The Board of Directors shall send each voting member of the KHJA a written copy or an email alerting them to an upcoming vote on the by-laws. The proposed changes to the by-laws will be posted on the KHJA website of the proposed amendment at least seven (7) days prior to the meeting at which the amendment will be considered.

VII. SPECIAL EVENTS.

A. Special events and projects suggested to or proposed by the Board of Directors shall be explained to the membership and the feeling of the membership shall be solicited (by return mail or email) before the action of the Board of Directors shall be final. Notification of these events shall be sent out allowing sufficient time for response.

B. Special events and projects funded by the KHJA shall be proposed to the membership and the will of the membership shall be solicited by return mail or email before the action of the Board shall be final. Notification of these events shall be sent out allowing sufficient time for response.