**Valley Trail Riders, Inc.**

**By Laws (revised 02-13-2024)**

**Article 1. Name:**

The organization shall be known as the **“Valley Trail Riders, Inc.”**, and hereinafter referred to as same.

**Article 2. Purpose:**

 The club’s purpose shall be to facilitate common ground for fraternal activities in respect to those

who are interested in horsemanship and its related activities in general.

**Article 3. Colors:**

The club’s colors shall be Royal Blue and Gold.

**Article 4. Officers:**

The elective officers of the club shall be President, Vice President, Treasurer,

 Secretary, Three Directors, and three members on the By-Law Committee.

**Article 5. Officers Age:**

President, Vice President, and Treasurer shall be eighteen (18) years of age or older.

**Article 6. Duties of Officers:**

 **President**: It shall be the duty of the President to preside at all meetings and to conduct them in an

orderly fashion. To enforce all rules of the club, and to appoint all committees subject to the approval

of the majority of the members present.

**Vice President**: It shall be the duty of the Vice President to take over the duties of the President if he

or she is absent. In the event of the death or resignation of the President, the Vice President shall

assume the duties of the President until the end of the current term of office.

**Treasurer**

It shall be the duty of the Treasurer to receive and record all dues and other income of the club and to provide receipts of monies received. The VTR bank account will include two signatures on the account card, one being the Treasurer and another of an appointed club officer. The treasurer will write all checks drawn on the club account for expenditures. A receipt must be filed for each check written. At the close of each month, it will be the duty of the Treasurer to balance the check book by reconciling it with the bank statement and provide a written report at the monthly club meeting that shall include the starting balance, detail of income, expenses paid out and the ending balance.

**Secretary:**

It shall be the duty of the Secretary to maintain a current record of the proceedings of the club. The secretary will read during meetings to the membership all documents and correspondence received by the club. All correspondence will be kept on file for future reference. The Secretary shall bring attention to the membership of the club any correspondence where the club must take action. In collaboration with the Treasurer, the Secretary shall maintain membership club records and provide a written monthly newsletter notifying members of minutes of the last meeting, notice of the next meeting and relevant upcoming events.

Directors:

The Directors or assigned officer(s) shall have general supervision over the property of the club. The Directors shall perform an annual compliance audit of all financial records which will include a random sample of a debit and a credit from each month of the year audited. Supporting documentation of this audit will include transaction receipt to match the VTR Club Ledger, check book register, and bank statement. This audit shall be performed upon the closing of the fiscal year, November 30th, and report of findings will be presented at the next monthly club meeting.

**By-Laws Committee:** The By-Laws Committee shall take care of all the By-Laws, and submit changes

when needed by the approval of the majority of the members present. By-Laws will be reviewed

annually. By-Law committee members shall be appointed and approved by the majority of the

members present when a need to revise the By-Laws arises.

**Article 7: Dues:**

The dues shall be reviewed annually by the Board of Directors in collaboration with the Treasurer. As appropriate, yearly dues may be adjusted to account for inflation and/or activities decided upon by VTR Club members. Dues that have not been paid before March 1st will be assessed an additional late fee. This amount will be agreed upon by vote of the majority of the members present, at the first meeting of the year, with change in fee to begin the following year.

**Article 8: Business Year:**

The fiscal year of the VTR Club is December 1st thru November 30th, the close of the regular November meeting will close the business year.

**Article 9: Nomination of Officers:**

Nomination and election of officers will occur during the November meeting. The incoming officers will assume their appointed position December 1st.

**Article 10: Membership:**

 Membership shall be granted upon payment of dues and all new members shall be given a copy of the

By-Laws of the club.

**Article 11: Meetings**

There shall be one regular meeting of the club each month. Day and time are subject to change as

voted by the majority of the members present.

**Article 12: Agenda**

 Minutes of the previous meeting, introduction of guests and new members, role call of the officers,

Treasurer’s report, communications and bills, committee reports, unfinished business, new

business and adjournment.

**Article 13: Trail Ride Rules:**

 All riders must respect other riders on the ride. All riders must respect and protect the property on

which they ride from destruction by themselves and other riders. Riders shall not ride back and forth

from front to back and pass up other riders at a run. Riders need to announce when passing and

do so at an appropriate location and at a walk. No racing on the trail ride. Each rider must stay one length behind the horse ahead. Any horse that kicks must wear a red ribbon on its tail. No intoxicating

liquors are allowed on any ride. Order shall be maintained by club appointed trail bosses.

**Article 14:**

 The President shall appoint a two (2) person committee to work with the Treasurer for the

purpose of counting and verifying the proceeds of any club event.

**Article 15:**

 The Officers of the club shall be responsible for the conduct of the club or any individual. At least two

(2) Officers shall personally talk to any member guilty of misconduct and request said member’s

resignation. If a said member refused to resign, the officers shall bring the misconduct charge to the

membership to expel this member.

**Article 16:**

Officers shall call special meetings as necessary.

**Article 17: Memorializing of VTR Member**

The Secretary will send a sympathy card on behalf of all club members, along with a check for $50 to the deceased member’s family in memoriam. At the discretion of the Secretary or Treasurer, in lieu of a check, flowers or plant of equal value may be sent to the memorial service.

**Article 18:**

Any officer who is absent for three consecutive meetings unless due to working or illness may be

released of their duties. A new officer may be nominated and elected at the same meeting. Officers

shall notify the club President if a prolonged absenteeism is required.

**Article 19:**

In the event of the dissolution of the club, the possessions, even donated items, shall be sold. The

 money shall be used at the discretion of the club, by a majority vote of members present at the

 meeting, whether it is to donate entirely or partially to other equine related groups or venues,

 expressly to promote trail riding and its related activities. In the event of a partial distribution of the

 aforementioned, the balance could be used at the club’s discretion, here again by a majority vote of

 members present at the meeting, to have an appreciation activity for members. Members will be

 notified in advance of any such meeting.

**Article 20:**

 The Treasurer upon consultation with the President may spend up to $50 for miscellaneous

cause without immediate club approval.

**Article 21:** Social Media Governance

The focus of the VTR social media (Face Book) page will be to maintain the integrity of the club by providing information of club activities, past and present, and promote our events to the local horse community.

The focus of the VTR website will be to encourage club participation, education, and camaraderie among fellow horse enthusiasts.

**Article 22**: Monthly Meeting Presentation Guidelines

In collaboration with the Club Officers and with input from the club at large, the social committee will organize or arrange monthly meeting presentations and activities. Presentation plans will be announced to the club at least one month in advance during the monthly meeting, in the newsletter and will be posted on the social media page. All presentations and activities which take place during the monthly meeting will be limited to equine relatable topics and will require prior approval of the Officers.