

**SOUTH CAROLINA QUARTER HORSE  
ASSOCIATION CONSTITUTION AND BY-  
LAWS**



**ARTICLE 1  
TITLE, OBJECTS, LOCATION, CORPORATE  
STOCK AND FISCAL YEAR**

*Section 1:* This association shall be known as the South Carolina Quarter Horse Association and shall at all times be operated as a non-profit association in accordance with the laws of the State of South Carolina, providing for such organizations and by which it shall acquire all rights as grant to associations of its kind.

*Section 2:* The three-fold purpose of the South Carolina Quarter Horse Association shall be:

- 1) To promote and stimulate the sale, breeding, exhibition, and working abilities of the Quarter Horse.
- 2) To serve as an information center for its members and the general public on matters pertain to shows, contests, and projects pertaining to the breed.
- 3) To provide educational opportunities for riding, showing, and caring for Quarter Horses for youth and adults.

*Section 3:* The legal address of the Association shall be that of the duly elected Secretary of the Association, business meetings will be carried on at a place convenient to the Board and Officers.

*Section 4:* Members may be residents of any state, territory, or country; however only bona fide residents of the state may serve as Officers or Directors on the board. The three at large members of the board can either be a resident of South Carolina, Georgia, or North Carolina. If he or she is a resident of Georgia or North Carolina, he or she must have been a member of SCQHA in good standing for at least 12 months to be eligible to serve as an at large member of the board.

*Section 5:* The fiscal year of the South Carolina Quarter Horse Association shall be from January 1 to December 31.

## **ARTICLE II MEMBERS**

*Section 1:* Members of the Association shall be admitted, retained, and expelled in accordance with such rules as the Board of Directors may from time to time adopt. All members in good standing shall have equal rights and responsibilities with respect to the association and its property and shall have the right to vote in all membership meetings. Each member in good standing shall be entitled to one (1) vote for an individual membership or individual lifetime membership and two (2) votes for a family or lifetime family membership. No member shall be permitted to vote by proxy. In order to utilize both votes, two family members within that membership must be present.

*Section 2:* The regular annual meeting of the membership shall be held at such a time and place as may be fixed by resolution of the Board of Directors for the purpose of electing officers and directors and for the transaction of such business as may be brought before the meeting. Notice of the annual meeting shall be given by mailing notice stating the time and place of such meeting to the last known mailing address of each member in good standing not less than thirty (30) days prior to the date of such meeting.

*Section 3:* Special meetings of the members may be held at such time and place as may be designated in the notice, whenever called in writing by direction of the President or by a majority of the Board of directors, or by notice signed by not less than twenty

(20 ) percent of the members then in good standing. Notice of each special meeting, indicating briefly the object or object thereof, shall be given in the same manner as provided with respect to annual meetings. Notices shall be mailed to every member in good standing at least thirty (30) days prior to such meeting.

*Section 4:* At any meeting of the members held in accordance with the foregoing provisions as to notice, the members attending such meeting shall constitute a quorum for all purposes unless the representation of a larger number should be required by law and in that case the representation required shall constitute a quorum. 5: Any officer of the association may call a meeting of the members to order and may act as chairman of such meeting, precedence being given as follows: President, Vice-President, Secretary, and Treasurer. In the absence of all such officers, members present may elect a chairman.

*Section 6:* All members of this Association shall be subject to all rules and regulations and disciplines provided for in these articles and by the rules and regulations of the American Quarter Horse Association.

*Section 7:* Membership is good for one fiscal year – except Life Membership – and is renewable each year on receipt of annual dues. The fiscal year is January 1 through December 31. Dues shall be for the club year regardless of when paid during the calendar year. Annual dues not paid ninety days prior to the beginning of the annual meeting results in forfeiture of voting privileges. A delinquent member may reinstate his membership by payment of his dues for the current year.

**ARTICLE III  
BUSINESS AND PROPERTY**

*Section 1:* The business and property of the association shall be managed and controlled by the Officers and Board of Directors. The number of Directors shall not exceed twelve (12).

*Section 2:* All money received as dues, contributions, or otherwise shall be placed in a commercial bank account in one of the best available banks in the name of the South Carolina Quarter Horse Association, and no money shall be withdrawn from said account except upon signature of at least two of the officers or upon the signature of the treasurer provided he/she is bonded. Before payment of any association money, approval shall first be made by the Board of Directors. The Secretary/Treasurer or Treasurer, as the case may be, shall make a periodic financial report per meeting of the Board of Directors and an annual report the membership.

**ARTICLE IV  
OFFICERS AND DUTIES**

*Section 1:* The Officers of the Association – elected by the members – shall be the President, Vice- President, Secretary, and Treasurer and the Board of Directors who shall be elected for a period of one (1) year, with the exception of the District Directors who are elected for a two year term. All of these officers may be re-elected for an indefinite number of terms. A person shall be nominated and elected to the office of President only if he/she has served a minimum of two years as another officer or board member.

*Section 2:* The President shall be the chief executive officer of the Association and shall preside at all meetings of the board. He shall

see that all By-Laws, rules, and regulations of the Association are enforced and shall perform all other duties that may be prescribed by the Board. He shall be an ex-officio member of all committees and shall be a voting member of the board of directors.

*Section 3:* The Vice-President shall perform the following duties: shall preside during the absence and inability of the President to render and perform his duties and exercise his power as set forth in these by- laws or statues under which this Association is organized, the same shall be performed and exercised by the Vice-President; and when so acting, he shall have all the powers and be subject to all the responsibilities hereby given to or imposed upon such President and shall be a voting member of the board of directors.

*Section 4:* The Secretary shall keep the minutes of all membership meetings. He/she shall be a custodian for the safe keeping of all documents and records of the Association. He/she shall collect all monies due the Association and turn the same over to the Treasurer. He/she shall be an ex-officio member of all committees appointed by the President or the Board of Directors. He/she will make a report of his/her office to the Board of Directors when demanded and at all membership meetings and shall perform such other duties as may be prescribed by the Board of Directors from time to time and shall be a voting member of the board of directors.

*Section 5:* The Treasurer shall receive the money turned over to him/her by the secretary and all other money and shall dispense the same only on itemized demands. He/she shall account for all the same by itemized statements in detail at each annual meeting of the members and to the Board of Directors at each meeting of the Board and shall be a voting member of the board of directors.

*Section 6:* It shall be the duty of the Points Secretary – appointed by the Board – to compile a record of the points won by horses owned by members in good standing of this Association. Points are to be awarded using the guidelines set up in the Awards System of this Association. These points are to be used to determine year-end award winners of each class and each division as set up in the Awards System. The Points Secretary is to publish the point standing periodically in the Association’s newsletter during the show season and a final standing after the last SCQHA approved show of the year has been held and recorded. The point’s standings shall be subject to review by the Board of Directors at any time during the year.

*Section 7:* All vacancies in the offices of the Association shall be filled by the Board for the un-expired term and those so appointed shall serve until the election and acceptance of their duly elected successors.

*Section 8:* Any Director or Officer who is absent more than three (3) times from meetings of the Board of Directors is subject to removal at the discretion of the majority of the Board of Directors, then making available for his/her representative district or position a vacancy to be filled by appointment of an individual who will represent that district’s interest at the Board meetings.

## **ARTICLE V BOARD OF DIRECTORS**

*Section 1:* The Board of Directors and Officers of this Association shall manage the business and property of this organization.

*Section 2:* Six (6) directors serving on the Board will be elected from three (3) separate districts. The three separate districts will be

known as the Upper State District, the Middle State District, and the Lower State District with two (2) directors elected from each of the districts. The other three (3) Directors serving on the Board will be elected at large from any district of the state or from NC or GA.

*Section 3:* The newly elected Board of Directors shall hold an organizational meeting not later than four (4) weeks after the annual meeting to appoint committees and standing committee members and to review plan for the coming year. Regular meetings will be determined by the Board with the Secretary notifying the Board of Directors at least fourteen days prior to the meeting.

*Section 4:* Special meetings of the Directors shall be held whenever called by the President or by two-thirds of the Directors presently in office. The Secretary shall give notice of each special meeting by mail or by phoning each Director at least one (1) week before the meeting. Unless otherwise noted in the notice thereof, any and all business may be transacted at a special meeting.

*Section 5:* 40% of the Officers and Directors shall constitute a quorum for the transaction of business.

*Section 6:* The Board of Directors shall have the authority to perform the following: (1) To make, amend, repeal, and enforce such rules and regulations to expedite the managing of the activities of the Association not contrary to law or the certification of incorporation;(2) To fix and collect dues and fees; (3) To authorize the expenditure of money and the auditing of books and records; (4) To control admission, classification, qualification, suspension, expulsion, and removal; (5) To award championships; and (6) To conduct shows, contests, exhibitions, races, sales, social functions, and other details relating to the general purposes of the Association.

By-laws may only be repealed, modified, amended, or adopted at the annual membership meeting. Any amendment requires a quorum of 66% of the membership present voting in order to pass.

*Section 7:* The Board of Directors may from time to time create and empower committees, general or special.

*Section 8:* The written contracts of the Association shall be executed on behalf of the Association by the President or Vice-President and attested to by the Secretary or Treasurer.

*Section 9:* The Board of Directors reserves the right to approve all membership applications.

*Section 10:* The President or other presiding officer shall appoint a committee as inspectors of election at the annual meeting. If the right of any member to vote shall be challenged, the inspectors shall determine such right. The inspectors shall receive and count all ballots and announce the results of all votes. Their certificate of such results shall be prima facie evidence thereof.

*Section 11:* Financial Overview Committee  
Duties, responsibilities, and membership qualifications of the Financial Overview Committee:

- i. To oversee the reserve funds and finances of SCQHA, SCQHYA, and Amateur Association and any other funds created by SCQHA. Reserve fund is defined as any SCQHA fund that is designated as such.
- ii. Reserve funds will only be spent for maintaining the solvency of the association.
- iii. SCQHA cannot use Reserve Funds without FOC approval.

- iv. The SCQHA President will appoint a three-member committee with approval by two-thirds vote of the SCQHA Board. Should a member resign, the President will appoint a replacement to serve the remainder of the term.
- v. Membership term will be four years with one member rotating off in the odd years and two members rotating off in the even years.
- vi. Reports of the FOC shall be made to the SCQHA Board of Directors on a semi-annual basis. Reports should include a recommendation as to the appropriate amount of money that should be in the Reserve Fund.
- vii. Financial reports of the FOC should be made to the membership of SCQHA at large at the annual meeting.

## **ARTICLE VI DISCIPLINE**

*Section 1:* Any member may be suspended for any fraudulent practices, giving bad checks for entry fees, failure to pay fees owed to SCQHA, being a party to illegal activities, or for unsportsmanlike conduct that would present this Association in a bad light before the general public or other members. Any member against whom such action is taken by the Board of Directors shall be entitled to ten days written notice in advance as to the time, date and place where his case will be considered by the Board of Directors and then shall be removed only after a hearing before the Board of Directors. The action of the Board of Directors shall be conclusive on all parties of interest.

*Section 2:* If a person is expelled pursuant to Section 1, no points will be earned on the horse shown or owned by the offender nor will the offender have any voting rights.

*Section 3:* Anyone making a complaint to SCQHA must submit that complaint in writing to the President or any board member. The complainant has the right to appear before the board if he/she notifies the Board prior to its regular meeting in order for the complainant to be placed on the meeting agenda.

## **ARTICLE VII MISCELLANEOUS**

*Section 1:* The immediate Past President shall be a member of the Board of Directors with voting privileges.

*Section 2:* The AQHA Director(s) from South Carolina shall be a member of the Board of Directors and shall have voting privileges.

*Section 3:* The SCQHYA Advisor shall be a voting member of the Board of Directors.

*Section 4:* Except where otherwise stated, Roberts Rules of Order shall be used in the conduct of all meetings.

*SCQHA was founded in 1962. Amended January 29, 2005*

*Amended December 1, 2012*