



## **BYLAWS TO THE CONSTITUTION**

### **Article I. PURPOSE**

- A. In cooperation with the Burns District Bureau of Land Management (BLM), to protect, preserve, promote and enhance the wild herds of mustangs, which currently inhabit the Kiger, Smyth Creek, and Riddle Mountain Herd Management Areas.
- B. Be involved as an input source to the BLM relative to management decisions pertaining to the wild horse herd.
- C. To encourage and promote the establishment of captive herds of the Kiger Mustang for purposes of preserving the gene pool, as found in the wild herd.
- D. To disseminate historical information and education relating to the Kiger Mustang in both its wild and captive condition.
- E. To establish a Registry and Stud Book for the registration and preservation of pedigrees of adopted Kiger Mustangs, and their progeny.
- F. To promote activities and fellowship among owners, breeders, and other individuals interested in the Kiger Mustangs.
- G. To encourage the use of the Kiger Mustang in all applicable areas of recreation, competition, and work.

### **Article II. MEMBERSHIP**

#### **Section 1. General Membership**

General membership of Kiger Mesteño Association (KMA) shall be composed of the following:

- a. Active Individual Member – Any individual who supports the purpose, Constitution and Bylaws of the KMA, and annually submits the prescribed membership fee.
- b. Joint – Husband and wife, limited to only one vote, who supports the purpose, Constitution and Bylaws of the KMA, and annually submits the prescribed membership fee of \$30.
- c. Junior – An individual under 17. They will have all the privileges of an Active Individual Member, except they do not have the right to vote. The membership form must be signed by parent or guardian.
- d. Family Membership – A family membership shall consist of two adults and any children under 18 that live in the same household. The two adults will each have an individual vote. The annual fee for this type of membership shall be \$50.
- e. Honorary Member – An individual nominated by an existing board member because of the individual's unique contribution to the purpose of the KMA, and approved by the unanimous vote of the total board. Such nomination shall be in written form stating supporting evidence for such nomination. A non-voting, non-fee position.

## **Section 2. Membership Year**

The membership year will run from January 1 to December 31. If a new member joins after November 1st, membership shall be considered paid through December 31 of the following year.

## **Section 3. Notification**

Members shall be notified not later than one (1) month prior to expiration of membership that dues are payable. Should dues remain unpaid at the close of December 31, membership is terminated. Membership is reinstated restarted upon payment of dues.

## **Section 4. Termination of Membership**

Membership in the KMA may be terminated by resignation, unpaid dues or expulsion for conduct injurious to the organization or its purpose; i.e. falsifying documents, demeaning behavior, etc.

## **Section 5. Disciplinary Action and or Expulsion**

No member may be expelled or suspended except pursuant to a procedure, which is fair and reasonable as provided for Oregon Revised Statutes 65.167. Disciplinary action may be taken by the Board of Directors against a member for conduct injurious to the organization or its purpose, as defined in the KMA Official Rule and Regulation Book

## **Section 6. Reinstatement of Removed Members**

A member who has been removed from the active membership roll for resignation or expulsion may apply for reinstatement by again filling out the regular application form and be accepted by a two-thirds (2/3) vote of the Board.

## **Section 7. Respect Among Members**

To promote fellowship and good will among members, all members will treat one another with respect and courtesy, All members will be respectful of others' time. Each member will maintain a good faith effort to represent the Association in a manner which is inviting to individuals who want to learn about the Kiger breed. Association information will be communicated via website, emails, newsletters, KMA Bylaws and Rulebook, etc. Members are encouraged to maintain these communication for reference and answers to common questions.

# **Article III. BOARD OF DIRECTORS**

## **Section 1—Duties of Board Members**

KMA Board members will act with utmost integrity and place the good of the Kiger Breed above all personal interests. KMA Board members are expected to work closely with one another and with committee chairs to facilitate the workload associated with KMA activities.

## **Section 2. Required Positions, Terms and Directives**

The Association will elect officers at the Annual Meeting. The Board of Directors will have a minimum of five and a maximum of 11 board members.

Board size and division of responsibilities will be determined by recommendation of Nomination Committee.

Required positions are as follows.

- a. President (one year term) – Shall function as Chairman of the Board and shall preside over and

supervise the work of the Board, directly or by delegating such functions. Shall act as liaison between KMA and BLM and other organizations. The President is an ex-officio member of all standing and temporary committees.

- b. Vice President (two year term to expire in even years)
- c. Registration Director /Registrar(Two year term to expire in odd numbered years)Shall maintain the KMA Registry records, as defined in the KMA Official Rule and Regulation Book. direct and assist the Registration Committee and shall maintain KMA Registry records as defined in the KMA Official Rule and Regulation Book. Registration Director may choose assistant to help with registration duties.
- d. Secretary two year term to expire on odd numbered years. Shall provide support to the Officers and Directors as defined in the KMA Official Rule and Regulation Book.
- e. Treasurer two year term to expire on even numbered years . Shall be responsible for handling KMA monies and financial matters as defined in the KMA Official Rule and Regulation Book

## **Section 2. Board Member Committee Development**

To spread input, encourage participation, board members should assemble committees to cover the various goals of the Association. This will allow workload to be shared by numerous Association members.

## **Section 3. Removal of Officers, Directors, and person elected to position**

If a the board finds an elected person is unable to fulfill duties in a timely manner or is seen as detrimental to the organization, the board can choose to advise board member of the undesirable behavior and seek resolution or ask the officer to step down. If resolution is not made within 14 days, the board may pursue removal of said officer in accordance with Oregon Revised Statutes 65.324.

## **Section 4. Filling Vacated Elected Positions**

Should a position of the board or other elected office become vacated in good standing for 6 months to fill the position until the next Annual Meeting. If no member of greater than 6 months is qualified to fill the vacated position, the President may appoint a member of less than 6 months. If one year remains in the vacated positions term the position shall be voted on at the next Annual meeting to last only until the end of the vacated positions normal term.

## **Section 5. Bonding of Officers, Directors, and other Selected Members**

The Board of Directors, at their discretion, may request that certain Officers, Directors, or other members handling KMA monies or property be bonded, as defined in the KMA Official Rule and Regulation Book.

## **Article IV. OTHER ELECTED POSITIONS**

Other elected positions will be filled by members who have been in good standing for a minimum of six (6) months and shall be elected by the general membership at the Annual Meeting. Each position requires the active participation of the elected officer. In absence of active participation in these positions the board will assume duties to assure that the work of the Association continues uninterrupted.

- A. **Registration Inspectors** (Required, 1 year term) A team of at least three inspectors should always be maintained. (one year term)Shall be individuals who have considerable experience in judging horse conformation ie formal academic training, certification as a judge of horse shows, or can receive

training as described in KMA Official Rule and Regulation Book. Inspectors must be recommended by at least two members of Board, serve as a member of the Registration Committee and perform inspections. They will perform and other duties as defined in the KMA Official Rule and Regulation Book.

**B. Historian** (Optional position , 3 year term)

If deemed necessary, the Association can elect an historian. The Historian shall maintain KMA historic information as defined in the KMA Official Rule and Regulation Book. In absence of this position the Secretary will be responsible for said duties.

**C. Awards Chairperson** (Optional position, 2 year term expires odd years)

Shall assist and oversee Awards Committee as defined in the KMA Official Rule and Regulation Book, and recommend members to fill the other positions of the committee.

## **Article V. COMMITTEES**

The Board of Directors shall direct committees as set forth by the Nominating Committee. appoint such as it may determine helpful to the purpose of the KMA and its functions.

### **Section 1. Required Committees**

**a. Registration Committee**

The Registration Committee as defined by the KMA Rulebook will consist of Registration Director/ Registrar, inspectors and may include an assistant registrar chosen by the Registration director. The Registration Committee is charged with the registration of the Kiger breed, the maintenance of Association registration records as well as the preservation of the Official Kiger Studbook.

**b. Nominating Committee**

At least ninety (90) days prior to the Annual Meeting, the President shall appoint a Nomination Committee of five (5) individuals: three (3) from the existing Board and two (2) from the general membership, representative

of the full purposes of the KMA. The Nominating Committee shall determine the size of the board and submit at least as many names for nomination as there are positions to be filled. Additional nominations may be submitted in writing or in person by any general member at the Annual Meeting.

### **Section 2. Potential Committees**

**a. Publicity and Public Relations Committee** to increase public awareness of Association and Kiger horses. Duties may include website, social media, publicity, and public announcements.

**b. Membership Committee**—to increase communication and duties may include member services such as distribution of correspondence, creation of

**c. Fundraising Committee** to direct, seek and assist in all fund-raising endeavors for the Association,

**d. Awards Committee** to increase the use of Kiger Mustangs in multiple disciplines and to reward owners for their efforts in working with the Kiger Mustang.

**e. Task Committees** can be developed to accomplish particular tasks deemed important to the organization. Such committees will be temporary and composed of individuals who have demonstrated particular skills pertinent to the task at hand.

### **Section 3. Regional Directorships** -to support the use of the Kiger horse for pleasure as well as equine

disciplines and to encourage and sustain membership participation in a designated geographic region.

The Board of Directors shall appoint such committee chairpersons, with the exception of the Registration Committee Director, which elected positions, as it may determine helpful to the purpose of the KMA and its functions. They will implement this by utilizing a majority vote. Each committee shall perform those duties prescribed for it by the Board of Directors. Each committee, with the exception of the Registration Committee and Medallion Committee, may be dissolved at the discretion of the Board.

## **Article VI. MEETINGS**

### **Section 1. Meetings**

- a. The Annual Meeting shall be held in the summer, within 90 days of the end of the fiscal year June 30th each year. The exact location and time for the Annual Meeting shall be decided and published no less than 60 days in advance. For good cause, Board of Directors may change location, advance or postpone the meeting a maximum of thirty (30) days.
- b. Two additional meetings may be held during the year, one in the spring and one in the fall.
- c. Called meetings of the Board shall be meetings other than the annual meeting, and shall be held at a time and place agreeable by a quorum of the Board. Notification of time and place of meetings shall be sent thirty (30) days prior to meeting. In case of emergency time limit may be waived.
- d. All regular and called meetings of the Board of Directors shall have an open-door policy toward the general membership.
- e. Transfer of Officers Meeting A board meeting for newly elected officers and directors shall be scheduled to be held within 48 hours after the election of officers.

### **Section 2. Quorum**

- a. A quorum for Board action shall be one-half (1/2) the existing Board of Directors.
- b. A quorum for a membership meeting shall be one-tenth (1/10) of the general membership.
- c. C. In establishing a quorum, all members present at the meeting are counted and included in the total. Absentee ballot voting does not count toward a quorum.

### **Section 3. Voting and Elections**

- a. Voting on bylaws and rule changes, shall be done by voting members and have been in good standing for not less than three months immediately prior. Voting can be done either in person or by absentee voting (voting by mail on written ballot), and submitted to the Secretary no later than the start of the meeting.
- b. Absentee Ballot Voting By Mail
- c. All ballots must be on the original form sent to member by the secretary.
- d. No other subjects may be discussed on the ballot.
- e. All ballots that are not clearly legible will be disqualified.
- f. All ballots must be folded neatly.
- g. Ballots shall be placed in a legal sized envelope, sealed and signed across the seal by the voting member.
- h. Only one ballot per envelope.
- i. Any member delinquent in dues forfeits their voting privilege.

- j. Absentee ballot voting is limited to Constitution, Bylaw and Rules and Regulations changes.
- k. Elections will be conducted at the annual meeting. If no candidate receives over 50% of the votes cast, and if there are more than two candidates running for the office, the candidate with the lowest vote total will be dropped from the ballot after each round of voting until one candidate receives over 50% of the votes cast. If only one candidate runs for an office, that candidate's name will be listed and followed by "Yes" or "No." The candidate must receive over 50% of votes cast as "yes" to be elected to office.

#### **Section 4. Rules of Order**

The KMA shall conduct all of its annual and called meetings in an orderly and polite manner as specified by the KMA Rulebook. It is the responsibility of the presiding officer to assure that all are treated fairly and meetings are cordial.

#### **Section 5. Annual Meeting Agenda.**

Agenda should include the following items

- a. Meeting called to order.
- b. Roll call.
- c. Ascertain if a quorum is present.
- d. Reading of previous meetings minutes.
- e. Treasurer's report.
- f. Committee reports.
- g. Reading of communications.
- h. Unfinished business.
- i. New Business.
- j. Adjournment.

### **Article VII. INCOME**

Financial income shall be from annual membership fees set by the membership, from horse registration fees, philanthropic contribution and fundraisers. No part thereof may inure to any private individual until such time as the workload of the KMA shall demand salaried positions as determined by the Board of Directors and as approved by the General Membership by two-thirds (2/3) affirmative vote of the respondents.

### **Article VIII. AMENDMENTS**

All approved amendments become effective immediately, unless otherwise stated in the amendment or directed by law.

A. Bylaw amendments may only be submitted by current members of the Association.

B. Proposed Bylaw amendments will be submitted to the Secretary of the Association at least sixty (60) days prior to the Annual meeting. The board may call for additional votes if it is for the good of the organization.

- 1. Proposed amendments must show any text to be removed (strikeout) and new text underlined.
- 2. Proposed amendments must include the "Rationale" and "Sponsor".

D. Proposed amendments will be published to the membership at least thirty (30) days prior to the

Annual or called meeting either by email, website or USPS.

E. Amendment proposals will include the “Rationale”, “Financial Impact”, “Sponsor” and “Recommendation” by the Board of Directors (DO PASS or DO NOT PASS).

D. Amendments must pass by ½ of the ballots cast.

E. Any Amendments made to these Bylaws will also be reflected in the Rulebook.

F. Pursuant to ORS 65.222 any action which may be taken at any annual, regular or special meeting of members may be taken without a meeting if the corporation delivers a written ballot to every member entitled to vote on the matter.

### **Article IX PROPERTIES**

A. All properties, materials, booths, flags, literature, etc shall be listed with the Secretary of KMA and in the care and custody of a KMA member in good standing. When appropriate, properties may reside with appropriate officer, committee or representative as defined in the Official

B. All KMA properties, materials, booths, flags, literature, etc shall be used for KMA functions only, or at functions approved by the KMA.

### **Article X Fiscal Year**

The fiscal year of the Association shall be from July 1<sup>st</sup> through June 30<sup>th</sup>.