

KELLER HORSE OWNERS ASSOCIATION BY- LAWS

- I. The name of the organization shall be “Keller Horse Owners Association”.
- II. The headquarters, mailing address shall be in Keller, Texas.
- III. The aim of the KHOA is to maintain the personal right to keep horses and to promote further interest in horses for all persons.
- IV. Membership in KHOA shall be open to anyone in Keller and the surrounding area who has an interest in horses consistent with the aim of KHOA.
- V. All actions and commitments of KHOA will be approved by majority vote of members present at a regular membership meeting.
- VI. Business will be conducted and managed by the President, Vice President, Secretary, and Treasurer, duly elected annually by the membership.
- VII. KHOA will assess annual dues as established by the membership.
- VIII. In the event that the association dissolves, the funds in the association account will be donated to an equine type charity, to be decided on at that time.
- IX. Membership
 - a. All persons may become a member of KHOA by completing “An Application for Membership” accompanied with appropriate dues.
 - b. Memberships are available in 2 categories:
 - i. Individual membership
 - ii. Family membership includes all members residing in the household.
 - c. Membership year encompasses the time from January 1 through December 31 of the following calendar year.
 - d. Membership dues must be paid by February 15th of each calendar year to remain in good standing.
 - e. Each individual membership shall be entitled to one electoral vote with a family membership entitled to 2 electoral votes.
 - f. General Membership Meetings shall be scheduled every two months of the year. These meetings will take place on the second Tuesday of February, April, June, August, October and December. Additional membership meetings may be scheduled on as needed basis in order to conduct Association business and may be called with a 2 week notice by the President of KHOA.
 - g. The number of members present is considered a quorum at a regularly scheduled meeting.
- X. Administration
 - a. Administration of business affairs shall be vested in the Executive Committee who consists of the President, Vice President, Secretary, and Treasurer and two elected Members at Large.
 - b. Their duties are as follows:
 - i. President - Shall preside at all meetings of KHOA and perform other duties to conduct proper business of KHOA.
 - ii. Vice President - shall be an assistant to the President and may act in his stead in the absence of the President.
 - iii. Secretary - shall be responsible for keeping accurate minutes of membership meetings. Shall maintain a record of all affairs and related correspondence.
 - iv. Treasurer - shall be the custodian of all KHOA funds, shall keep an accurate record of all KHOA funds and make sure funds are dispersed in accordance of membership’s wishes and shall prepare financial statements as required by law.

- v. Members at Large - Two members shall be elected and placed on the Executive Committee. The duties of these officials shall be to participate in the management of the affairs of KHOA.
 - c. The Board of Directors shall consist of the Executive Committee and a chairperson of each active committee. The Board of Directors shall meet a minimum of once each quarter.
 - d. Voting at Board meetings is limited to the Executive Committee only.
- XI. Officer elections shall occur at the first meeting in January of the KHOA year. Nominations are accepted from the floor for the positions of President, Vice President, Secretary, and Treasurer. Each position shall be elected with a majority vote of the members in attendance at this meeting. If any officer position is vacated during the membership year nominations will be taken and voted on at the next scheduled membership meeting.
- XII. Any committees needed to conduct business for KHOA may be selected at a scheduled membership meeting. These committees may be disbanded when no longer needed or designated a permanent committee by the majority vote at membership meetings.
- XIII. Conduct of Members
- a. In the event that a board member displays conduct that is “conduct unbecoming of a board member” (i.e. bashing other members, acting inhospitable, making derogatory statements regarding members and/or the club), the board member will be replaced by another member to be decided on at a special meeting.
- XIV. All members of KHOA will be treated with courtesy, cooperation, and respect. Any person who becomes abusive or threatening toward other members may be expelled from KHOA by the majority vote of members at the next regular membership meeting.
- a. Amendments to By-Laws
 - b. Amendments may be proposed at any regular meeting. These proposals will be discussed at that time and will be considered for adoption at that meeting with a 2/3 majority of the membership present.
- XV. Parliamentary Authority
- a. The rule contained in the Modern Edition of Robert’s Rule of Order shall govern KHOA in all cases that they are not inconsistent with these By-Laws.
- XVI. Disbursement of Funds
- a. The President may legally expend funds up to \$25.00 during one month. All other expenditures other than mail box rent, postage, insurance premiums, will be voted on by the membership at the next regular membership meeting.
- XVII. Liability
- a. KHOA will maintain continuous liability insurance coverage. Terms and amount of coverage to be voted on by the membership.