

# **SCPHA By Laws**

**(Amended Jan 2012)**

## **ARTICLE I - NAME**

The name of this organization shall be SOUTHERN CALIFORNIA PROFESSIONAL HORSESHOW ASSOCIATION, INC (hereafter referred to as SCPHA or the Association) and is headquartered in San Diego County, California.

## **ARTICLE II – PURPOSE, MISSION STATEMENT AND VISION STATEMENT**

**PURPOSE:** SCPHA will be responsible for the planning, scheduling, management and rules for open shows and educational clinics held for the benefit of the equestrian community of Southern California. Members who exhibit in SCPHA shows will be eligible for year-end awards given by SCPHA.

**MISSION STATEMENT:** To provide the equestrian community a professional, affordable venue for the education of horse enthusiasts and the exhibition of show horses in a family-oriented environment.

**VISION STATEMENT:** “To be a leading equine organization in the county, providing professional role models for the humane and dignified treatment of horses in competition.”

## **ARTICLE III – MEMBERSHIP**

- 1) There shall be two types of members in this Association: Non-Professional and Professional. A Non-Pro member is any person who derives no compensation of any kind from the training of horses or the instruction of riders. A Professional member a person must be an equine professional who earns income from the training of horses or instruction of riders.
- 2) Membership fees are \$40, with a \$5 discount for those who pay for the next year PRIOR to December 31 of the current year. Exhibitors wishing to accumulate points for year-end and high point awards must join prior to showing.
- 3) The EXHIBITOR competing in ANY division must be members in good standing of SCPHA at the time of showing for points to count towards daily high point or any year-end awards.
- 4) Membership fees must be paid annually. The SCPHA Board of Directors has the authority to make changes to the membership fees as necessary.
- 5) All members must agree to abide by the following SCPHA Code of Ethics:
  - As members of SCPHA we pledge: To ensure that the welfare of the equines with which we work is paramount and that every horse shall be treated with dignity, respect and compassion.
  - To conduct our business affairs with integrity, sincerity and accuracy in an open and forthright manner.
  - To act with the highest degree of integrity when dealing with the clients, the public and other professionals.
  - To conduct our affairs in such a manner as to present the horse business in the very best image possible, avoiding any action that discredits our membership or the industry.

#### **ARTICLE IV – DIRECTORS, OFFICERS, STAFF AND COMMITTEES**

- 1) **DIRECTORS:** The Board of Directors shall govern this Association. The Board shall consist of at least 5 elected or appointed members of the association in good standing. Any member may be voted in to a Board vacancy after they have served on a Committee for at least 1 year.
  - a) Three (3) members of the Board of Directors shall constitute a quorum for the transaction of any and all business which may come before it.
  - b) Board members shall serve for a two (2) year term. Confirmation of a Board member's term shall be made at the September meeting. A call for new Board members shall go out in October, prior to the Awards Banquet. At the conclusion of a two (2) year term, Board members may choose to submit their name for another term. The Board members shall be introduced at the Annual Awards Banquet.
  - c) Any vacancy in the Board of Directors caused by death, resignation or any due cause, shall be filled by appointment by a majority of the remaining directors.
- 2) **OFFICERS:** Officers of the association shall be the President, Vice-President, Treasurer, and Corresponding Secretary. The Officers shall have general supervision and control of all the business and activities of the Association in accordance with the general policies of the Association and the Directors.
- 3) **STAFF:** A paid Staff Liaison will report directly to the Board of Directors. This person will conduct the daily SCPHA business at the direction of the Board, be the Show Manager, and attend all Board of Director meeting in a non-voting capacity. A list of responsibilities can be found in Exhibit A.
- 4) **COMMITTEE ASSIGNMENTS:** The Board may delegate particular tasks to a SCPHA member or group of members who have knowledge or expertise in a certain area that may be helpful to the Association. Committee members may make recommendations to the Board, but are not authorized to govern for the Association. Examples of Committees: Sponsorships, Awards Banquet, Welcoming, or Thank You.

#### **ARTICLE V – AMENDMENTS/RULE CHANGES**

- 1) Amendments to these by-laws may be made by the Board of Directors at any time during the course of the year. If the changes affect point shows already in place for that year, the by-law change will not take effect until January 1 of the following year.
- 2) Rule Changes may be made at any time during the course of the year. If a point show has been held when the rule change is made, the rule change WILL NOT take effect until the subsequent show season.

#### **ARTICLE VI – MEETINGS**

- 1) **REGULAR BOARD MEETINGS** will be held on an as needed basis and may be attended by any member in good standing with prior notice to the Staff Liaison. Board Members will be notified by e-mail of the time and place of the meeting.
  - a) A quorum consists of three (3) of the Board of Directors.
  - b) It shall be the duty of the Directors to keep a complete record of all their minutes and acts. These minutes must be forwarded to the staff liaison within seven (7) days of a board meeting for distribution to the Board.
- 2) **BOARD OF DIRECTOR ABSENCE:** Any member of the Board of Directors unable to attend a Board Meeting shall inform the SCPHA staff liaison of the reason for his/her absence in advance of the meeting.
  - a) If a Director is absent from three (3) meetings without sufficient reason, the Board President will give that Director a courtesy call to determine if a resignation shall be deemed tendered.

- 3) **SPECIAL MEETINGS:** The President or the Staff Liaison may call a special meeting at any time. Adequate notice must be given to all Board Members as to the time, place and purpose of the special meeting.
- 4) **ANNUAL MEETING:** the new officers of the Association shall be installed at the Annual Meeting which is held at the Awards Banquet at the conclusion of the show year.

#### **ARTICLE VII – SUSPENSION OR EXPULSION**

- 1) **DISCIPLINARY COMMITTEE:** The Board of Directors shall serve as the Disciplinary Committee. Disciplinary action will be considered upon receipt of a written, signed complaint against a member. Some causes are as follows:
  - a. Willful abuse of animals on the show grounds.
  - b. Failure to pay all debts owed to the Association in a timely manner.
  - c. Unsportsmanlike conduct on the show grounds.
  - d. Abusive language and/or intimidating behavior directed toward exhibitors, show officials or judges.
  - e. Foul, obscene language and/or substance abuse.
  - f. Use of forbidden drugs on horses.
  - g. Violation of code of Ethics.
  - h. Behavior that discredits or reflects unfavorably upon the Association.
- 2) Members shall be given 15 days written notice of the charges against them and shall have a full and fair hearing, including an opportunity to answer to the charges against them.
- 3) The Disciplinary Committee shall have the power to suspend or expel any member for any cause deemed sufficient by 2/3 vote of the committee.
- 4) Points earned at SCPHA events during suspension will not count towards year end awards.

#### **ARTICLE VIII – FISCAL REVIEW AND PROPERTY RIGHTS**

- 1) The Association shall conduct it's affairs on the fiscal year basis, to begin January 1 and end December 31 of the same year. An annual review of accounts should be made by a CPA at the close of the fiscal year. Such Accountant may be a disinterested person, and not necessarily a member of the Association.
- 2) The association does not contemplate pecuniary gain or profit to the members thereof. Upon dissolution of the Association, the assets remaining after payment of all obligations and debts shall be distributed by the last Board of Directors, but none such assets shall be distributed to any member of this association.

