

CONSTITUTION  
OF THE  
BLOOMSBURG UNIVERSITY  
EQUESTRIAN CLUB

**Article I: Name**

Bloomsburg University Equestrian Club

## **Article II: Purpose**

Enables both seasoned and inexperienced riders hands-on interaction with horses in practice, as well as competitive situations, so they may better understand the delicate inexplicable balance between horse and rider.

## **Article III: Membership**

Section 1: Membership is open to any student who is enrolled full time at Bloomsburg University and is in good academic and social standing.

Section 2: Each member will be required to wear long pants, hard sole shoes with a heel, and a helmet with a chin strap when riding.

Section 3: Horses, horse equipment, arena, and coach will be provided by a local riding farm that is voted on by officers of the club. Different levels of lessons will be conducted from beginner to advanced skills and techniques. The knowledge/experience of each member will determine which class a member will take lessons in. This will be determined by the riding instructor.

Section 4: When a new member joins the club, they have the choice to join as a full-time or an associate member. As a full-time or associate member, one is responsible for the duties explained below for the duration of the semester, unless otherwise excused by the officers of the team.

Section 5: Full-time members must pay the full amount for dues owed at the beginning of each semester, decided upon by the officers. A full-time member must participate in all fundraising activities, and must take at least two lessons a month including one lesson the week before a show. Only full-time members are allowed to show.

Section 6: Associate members must pay half of the dues, participate in half of fundraising for the team, lesson at least once a month, and are required to attend all hosted shows, but cannot show in IHSA as an associate member. An associate member may not hold an executive board position during his/her time as an associate member.

## **Article IV: Advisor**

The advisor will be selected on the basis of interest and availability. The advisor must pass a majority vote of the club membership. The advisor is expected to be at all club functions and shall be consulted upon when needed by the club. The advisor is responsible for overseeing all club functions.

## **Article V: Officers and their duties**

**PRESIDENT:** It shall be the duty of the president to call and preside over all club meetings and functions. The president shall see that the business of the club is carried on properly.

**VICE-PRESIDENT:** The vice-president shall act as President in the absence of the president. The vice-president shall also assist the president in any way possible. The vice-president is required to run three meetings per semester and work jointly with president at each meeting.

**TREASURER:** The treasurer is responsible for all financial matters of the club. The treasurer is also in charge of fundraising activities and giving up to date financial reports at meetings.

**SECRETARY:** The secretary is responsible for the recording of the minutes at the meetings and contacting club members for all club functions by a weekly email announcement.

**HISTORIAN:** The historian will keep records of club functions and events i.e. horse shows, volunteering, and community activities. They will be in charge of composing a yearly scrapbook and updating the website.

**ETHICS:** The ethics committee must be elected by the team, and must include a non-showing member, an English showing member and a Western showing member. This committee composed of three members, must act as a mediator between members and is in charge of trying to settle disputes within the team.

**EVENT COORDINATOR(S):** The event coordinator position must consist of one to two members elected by the team. The event coordinator is in charge of organizing all social events for the club.

## **Article VI: Committees**

A committee consisting of two members will be responsible for all of Intercollegiate Horse Show Association, Inc. materials. The committee will be headed by a captain who is nominated by the coach and elected by the team; the captain must have one full year of showing experience, and must have completed walk/trot or walk/jog class. The captain will be assisted by one other appointed member of the club. The members of this committee should have IHSA show

experience and have knowledge about IHSA show competition. They will compile one weekly email together to be sent by the captain.

## **Article VII: Elections**

All nominations excluding the captain position will be taken from club membership. Any club member who has been involved with the club for at least one semester may be nominated. Elections will be by a majority vote of those members present, provided there is a quorum. New officers shall be elected at the end of the academic year; officers may hold only one office.

## **Article VII: Executive Board**

The executive board shall consist of the club officers, captain and the advisor. The executive board is responsible for club organization at the beginning of each year. The executive board shall deal with all members who miss club functions without a reasonable excuse. The executive board shall make emergency decisions when it is impossible for a club meeting to be called. By majority vote, the executive board can dismiss any inactive member.

## **Article IX: Dues and Fees**

Section 1: Dues will be determined by the executive board. Fees for lessons will be determined by the riding instructor. Dues will be based on total club expenditures. All fees i.e. shows, donations must be approved by a majority vote of the club membership.

Section 2: Dues are required to be paid by the third club event and cannot be refunded.

## **Article X: Finances**

Section 1: The equestrian club officers shall manage and control the property of the equestrian club.

Section 2: All financial policies shall be consistent with the University's requirements. All accounts of the equestrian club are subject to audit by the Comptroller of the community activities every year or at any time deemed necessary by the director of student activities. All expenditures should be reviewed by the officers, and an annual budget should be prepared for and approved by the membership at a regular equestrian club meeting.

## **Article XI: Meetings**

The number and time of meetings will be determined according to club business. The president shall call all meetings. The president or vice-president must be present at all meetings. A quorum will exist when one half of all the club members are present.

## **Article XII: Amendments to Constitution**

Amendments to the constitution of By-Laws can be proposed by any club member. Amendments to the Constitution must pass a majority vote of all club members. Amendments to the By-Laws must pass a two-thirds majority of those members present, provided there is a quorum.

Amendments are subject to approval of the Committee on Student Organization.

## **By-Laws**

***Dues:*** Dues shall be determined at the beginning of each year by the executive board. Dues must be paid by the third club event and cannot be refunded.

***Rules of the meetings:*** Shall be run under Robert's Rules of Order

***Insurance:*** All members shall be required to sign a Bloomsburg University Participation Release form each year.