



## **WEST TEXAS DRIFTERS RIDING CLUB**

### **Bylaws and Policies**

November 2024 to November 2025

## **I. ORGANIZATION**

### **A. Name**

1. The name shall be "The West Texas Drifters Riding Club".
2. The organization was founded September 1, 2011.
3. Colors: Turquoise and Black.

### **B. Purpose: Fellowship, sportsmanship, horsemanship.**

### **C. Members Affiliation: American Association of Sheriff's Poses and Riding Clubs (AASP&RC), Region 1, District 2.**

## **II. EXECUTIVE BOARD**

The Executive Board shall be comprised of the Executive Officers: President, Immediate Past President, Vice President, Secretary, Treasurer, Alternate Secretary, and Parade Marshall.

1. Any member may ask an Executive Board member to call a special meeting if the majority of the Executive Board decides it is necessary.
2. A special meeting may be called by the majority of the Executive Board in cases of special situations.
3. The majority of the Executive Board has the right to take disciplinary action and has final word in dealing with action. The Executive Committee decisions for disciplinary actions up to and including expulsion of members is final.
4. In the case of physical violence, harassment, and verbal abuse; the majority of the Executive Board's disciplinary action will be final.
5. The Executive Board shall not change the decisions of a majority club vote.

## **III. OFFICERS**

### **A. PRESIDENT**

1. The President shall reside over all meetings of the club.
2. The President shall, with the Secretary/Treasurer, sign all checks.
3. The President shall have authority to create as many committees as necessary.
4. The President shall appoint the chairperson of the standing committees in the bylaws and policies.

5. The President shall be an ex officio of all committees with the exception of the Nominations/Election committee, but without voting power.
6. The President shall, in the event of vacancy in committee chair, appoint a successor to fill the term.
7. Outgoing officers will counsel incoming officers on their duties and procedures.

#### B. VICE PRESIDENT

1. The Vice President shall preside at club meetings in the absence of the President.
2. If, for any reason, the President is unable to complete his/her term in office, the Vice President will assume the position.
3. The Vice President will coordinate with Social Chairperson on trail rides and other activities involving horses, excluding parades.
4. Outgoing officers will counsel incoming officers on their duties and procedures.

#### C. SECRETARY

1. The Secretary will keep minutes of all club meetings.
2. The Secretary will, with the President, sign all checks.
3. The Secretary will conduct all correspondence; keep records and papers of the club.
4. The Secretary will furnish new club members with a copy of the By-laws and Policies.
5. The Secretary will take minutes at meetings of the Executive Board.
6. Outgoing officers will counsel incoming officers on their duties and procedures.

#### D. TREASURER

1. The Treasurer and/or the President will sign all checks.
2. The Treasurer will report a record of disbursements and deposits at each meeting.
3. The Treasurer is responsible for filing the annual taxes.
4. The Treasurer is responsible for maintaining all club accounts in good standing and in a timely manner.
5. Outgoing officers will counsel incoming officers on their duties and procedures.

#### E. ALTERNATE SECRETARY

1. In the absence of the Secretary, the Alternate Secretary will keep the minutes.
2. The Alternate Secretary will keep the club play day records and points, having books available for inspection at each meeting following the play day, and providing copies of the books for the Secretary's records.
3. Outgoing officers will counsel incoming officers on their duties and procedures.

#### F. PARADE MARSHALL

1. Will coordinate all parade activities.

2. Will be responsible for the club flags and all parade equipment.
3. Will work with new club members in obtaining a club uniform.
4. Parade Marshall is in charge of parade group at all times.
5. WTD Parade group shall not be represented at any function without the Parade Marshall or appointee of Parade Marshall, or permission of the Parade Marshall.
6. Members will not be announced as WTD Parade group without proper authorization from the Parade Marshall.
7. WTD Parade gear shall not be worn at any function without authorization from the Parade Marshall.
8. WTD shall follow AASP&RC parade guidelines.
9. Outgoing officers will counsel incoming officers on their duties and procedures.

## **IV. OFFICIALS**

### **A. IMMEDIATE PAST PRESIDENT**

1. Having served as President, preceding current President.
2. Shall sit on the Executive Board with voting power.
3. In the event of a vacancy in this position, the vacancy shall remain until a new President is elected, making available a new Past President.
4. Shall serve until replaced by a new Past President.

### **B. QUEEN**

1. Shall be 15 to 25 years of age as per Association guidelines for classes, shall never have been married, be a member of WTD, be able to control her horse at all times at any club activity and have good horsemanship skills.
2. To be eligible to run for Queen, you must have previous WTD participation.
3. Shall represent the club at as many club functions as possible.
4. Will serve as reporter for the club.
5. The tiara will be handed down each year and a buckle will be given to the Queen at the end of year banquet as appreciation of the Queen's service and dedication during her reigning year.
6. Queen shall wear WTD provided tiara at all WTD and AASP&RC functions and will NOT WEAR A PERSONAL ONE!
7. WTD will purchase an approved sash for royalty annually.
8. Queen shall conduct themselves in a manner that represents the club in a favorable light.

### **C. PRINCESS**

1. Shall be 6 to 14 years of age as of annual meeting, be a member of WTD, be able to control her horse at all times at any club activity and have good horsemanship skills.
2. To be eligible to run for Princess, you must have previous WTD participation.
3. Shall represent the club at as many club functions as possible.
4. The tiara will be handed down each year and a buckle will be given to the Princess at the end of year banquet as appreciation of the Princess' service and dedication during her reining year.
5. Princess shall wear WTD provided tiara at all WTD and AASP&RC functions and will NOT WEAR A PERSONAL ONE!
6. WTD will purchase an approved sash for royalty annually.
7. Princess shall conduct themselves in a manner that represents the club in a favorable light.

## **V. STANDING COMMITTEES**

### **A. SOCIAL CHAIRPERSON**

1. Shall plan all social activities of the club.
2. May appoint committee members to help in planning club activities.
3. Shall coordinate with the Vice President on trail rides and other activities involving horses.

### **B. TELEPHONE COMMITTEE**

1. Responsible for contacting members concerning all club activities.
2. May appoint as many committee members as necessary.

### **C. WAYS AND MEANS COMMITTEE**

1. Shall have the responsibility of fund-raising projects.
2. Shall coordinate concession with club activities.
3. May appoint as many committee members as necessary.

### **D. ARENA COMMITTEE**

1. Grounds keeper will be responsible for working the arena, seeing that it is taken care of and that it is safe and in good condition for play days.
2. Equipment chairperson will be responsible for the club's play day equipment with the exception of (due to insurance purposes) the time clock; seeing that it is delivered and gathered up at the completion of events and stored in a safe place.
3. Equipment chairperson is responsible for keeping the equipment in working order.

4. Arena director has the right to voice opinion on play day matters and will preside over the rules questions at club play days/arena events and will represent WTD in such questions at District 2 play days.

#### **E. NOMINATION/ELECTION CHAIRPERSON**

1. Prior to the annual meeting, contact members of the club and gather their choices for officers and officials of the club.
2. Upon completion of this poll, contact the nominated persons and advise them of their nominations and determine what office, if any, they will accept.
3. A ballot shall then be presented to the club at the annual meeting for elections.
4. Chairperson may appoint as many members as necessary.

### **VI. MEETINGS OF THE CLUB**

#### **A. ANNUAL MEETING**

1. The annual meeting will be held the first Wednesday in November.
2. New officers will be elected at the annual meeting each year and take office immediately.
3. Yearly dues are to be paid before election of officers.
4. Each year at the November meeting, the By-Laws and Policies of WTD will be reviewed and any changes will be voted on at the time of the annual meeting in November. This is the only time By-Laws and Policies will be changed.

#### **B. MONTHLY MEETINGS**

1. Regular monthly meetings will be held one hour prior to books opening before each scheduled play day each month at the West Texas Drifters Arena.

#### **C. SPECIAL MEETINGS**

1. A special meeting may be called by the majority of the Executive board in cases of special situations.
2. Only the business for which the meeting was called may be conducted at any special meeting; no action is to be taken on any other business.
3. Any member may ask an Executive member to call a special meeting if the majority of the Executive Board decides it is necessary.

## **VII. VOTING**

A. A majority of votes is needed to pass any matter that is brought before the club.

1. A majority vote is the majority of the club members present at the time of vote.
2. There will be NO proxy voting.
3. When a majority vote has been accepted by the club, it cannot be changed by the Executive Board.

### **B. VOTING AGE**

1. No one under the age of 18 may vote.
2. Regular Members, 18 years of age or older, in good standing with the club, may vote.
3. Associate Members may not vote on club business.
4. There will be NO proxy voting.

### **C. MONTHLY OR SPECIAL MEETINGS**

1. Vote on club matters will be taken at regular monthly meetings and at special meetings called by the majority of the Executive Board.
2. Voting shall be secret ballot at elections and any other time the club chooses to have a secret ballot.
3. Only paid up members are entitled to vote.
4. Members are entitled to one vote per person and only one vote.
5. Voting will be by show of hands; if there is any discrepancy in the count, there will be a roll call of the members present. There will be no roll call when voting by secret ballot.
6. Only the business for which the meeting was called may be conducted at any special meeting; no action is to be taken on any other business.
7. Any member may ask an Executive Board member to call a special meeting if the majority of the Executive Board decides it necessary.

## **VIII. MEMBERSHIP**

### **A. DUES**

1. Annual membership dues will be \$15 per person or \$25 per family.
2. Membership fees are due and payable on or before the annual meeting in November and must be paid before election of new officers.
3. Each membership application shall designate either as a Regular Member or an Associate Member.
4. For points to count you must be either a Regular member or an Associate member of the club no later than the time of the first play day that you ride. The club is not responsible for reminding you to have and pay for a current membership.

5. The term of Membership is November meeting to the next year's November meeting, or from time of payment until November of the Current year.
6. An adult must represent the family when applying for a family membership.
7. An individual must be 18 years of age or older may apply for individual membership.

## **B. NEW MEMBERSHIP**

1. Regular and Associate Members will submit completed membership application with appropriate dues attached to a current club officer.
2. New members will be voted on individually at the club meeting. If you pay for a membership at a play day, it won't be voted on until the next club meeting – usually the next month. If membership is denied, dues will be refunded.
3. New Membership applications can be submitted at any time during the year. Membership is only good until November of that year.
4. Memberships that have lapsed for one calendar year or more must be voted on as a New Member application.

## **C. REGULAR MEMBERS**

1. All Regular members shall submit an application to the club. Renewing Regular Membership do not have to be voted in.
2. Shall vote on club business.
3. Regular Members are representatives of the club at events and shall conduct themselves in accordance with this.
4. Shall be eligible for officer nominations.

## **D. ASSOCIATE MEMBERS**

1. All Associate members shall submit an application to the club. Renewing Associate Memberships do not have to be voted in.
2. May not vote on club business.
3. Are prohibited from holding an elected office.
4. May not used the arena and/or equipment outside of regularly scheduled events.

# **IX. CLUB POLICIES**

## **A. OFFICERS, OFFICIAL, AND EXECUITIVE BOARD**

1. In order to be elected to an office, a person must have been a member of WTD for 1 full year prior to election.
2. To participate in any WTD sponsored horse function, you must have a current Coggins test.

3. All Executive Officers should attend District meetings when possible. The AASP&RC Rulebook will be used as a guideline for conducting business of West Texas Drifters Riding Club; however, the By-Laws, play day rules and ground rules of WTD will supersede the others.

## **B. PLAYDAYS**

1. At club play days, the play day events will follow AASP&RC guidelines.
2. The officers have the right to cancel any play day or club events.
3. Each year during play day season, a rule sheet will be set and followed.
4. WTD will follow the guidelines for age groups as set by the AASP&RC.
5. Dress code is recommended to be appropriate riding attire, including long pants. A heeled riding shoe is required.
6. No leading on horseback.

## **C. TAXES**

1. Yearly taxes will be paid when due. Deadline for filing taxes are May 15th for filing forms with the IRS and Property taxes are due by January 31st.

# **X. GENERAL REGULATIONS:**

## **A. PARADE**

1. Horse must fit rider.
2. Parade Marshall has due authority at parades. (Please see parade sheet for guidelines).
3. Parade horse must fit the rider and be under control.

## **B. DISCIPLINARY ACTIONS**

1. Disciplinary action applied to any member or nonmember shall be reviewed by the club's Executive Board and acted upon as deemed necessary. A letter of reprimand shall be given to person or family and any 2nd offense could include removal and suspension of membership.
2. WTD reserves the right to refuse any person or family access to any club function and/or facilities.
3. There will be no narcotics used at any club function.
4. The club has the right to reconsider and/or deny the membership of any person or family having conflicts in the club.
5. The Board has the right to take disciplinary action and has the final word when dealing with the action, short of expulsion, in which the club as a whole would vote.
6. In the case of physical violence or unsafe, disorderly conduct, harassment, and verbal abuse, the Board's disciplinary action will be final.
7. Issuance of a bad check will constitute suspension of all privileges until the matter is cleared.



8. If you ride District play days, you have to honor the rules of the District host grounds. If you disrespect their rules, WTD Club can discipline you.
9. Members may appeal disciplinary actions before the executive board.

#### C. BY-LAW CHANGES

1. Changes to the by-laws voted on at the annual meeting will take effect immediately.
2. Anything not specifically set out by these by-laws, shall be governed by the Executive Board.
3. Due to conflict between different by-laws from different groups, if the rules are not in WTD by-laws, we will revert to Roberts Rules of Order.

#### D. DELEGATES

1. The club will appoint two delegates for District 2 meetings and AASP&RC annual convention with the provision to change if the club deems necessary.

#### E. TREATMENT OF ANIMALS AT THE ARENA

1. Excessive discipline of an animal will not be tolerated.

By-Law Changes Updated 11/22/2024

By

LaDonna Mild