

# BMC BYLAWS

Blue Mountain Cutters, a Non-Profit Corporation, shall be referred to as BMC. BMC is without capital stock and does not own real property. The principle office or place of business of BMC shall be that of any Officer residing in the State of Washington and the legal address shall be the same. BMC was organized to promote the sport of cutting and cutting horse events in a competitive and congenial environment in which to compete and develop the necessary knowledge and skills. BMC is not an affiliate of the National Cutting Horse Association, hereafter referred to NCHA. BMC does, however, base its show rules on those in the current *Official Handbook National Cutting Horse Rules and Regulations* except in certain instances which are addressed in the BMC Show Rules. BMC is considered to be a *grassroots* organization whose primary purpose is to encourage and assist cutters of all ability levels.

BMC is comprised of a Governing Body (Officers & Directors), Non-Governing Positions and a General Membership. Completion of a current membership application and payment of annual membership dues are required to be a member of and compete in, whether it be directly or indirectly, BMC or BMC produced cutting horse events.

BMC is governed by the Governing Body of Officers & Directors. Any Officer or Director may form committees to assist with fulfilling the responsibilities of their position or for the purpose of meeting other needs of the club.

A quorum of the voting Governing Body must be present to bring to a vote any issue, motion or measure brought before the Governing Body. For this purpose, a quorum is considered to be 5 voting members of the Governing Body. A vote cannot be taken at any meeting, whether scheduled or informal, that is not conducted by the President or Vice President. Proxy votes are not permitted. Meetings of the Governing Body can be regularly scheduled or informal as needed. Official minutes of any meeting are to be recorded & maintained by the Secretary/Treasurer or representative and provided to the Governing Body either upon request or at the next regularly scheduled meeting. Members of the Governing Body & Non-Governing Positions must be members in good standing of BMC. Good standing is defined as having currently paid membership dues at the end of the preceding show season or having currently paid membership dues at the beginning of the current show season.

## Governing Body

### Officers

#### **President** - 2 Year Term *No voting privileges except casting tie-breaking votes*

The position of President is to be elected by the General Membership every 2 years. Responsibilities include setting the agenda for and presiding over all Board of Director meetings, participating as a *exofficio*

member of all committees, negotiating and securing show venues including cattle and all that entails, setting the show schedule subject to approval by the voting members of the Governing Body, securing insurance for club activities, updating and correcting the bylaws and show rules as necessary and filling any vacated Board or Officer position as required. The President may also terminate any Director or Officer for 2 or more unexcused absences from regularly scheduled board meetings and/or consistent failure to complete duties required of that position.

#### **Vice President** - 2 Year Term *No voting privileges*

The Vice President is to be elected from the general membership. If there are no candidates, this position would be filled by Presidential appointment subject to confirmation by the voting members of the Governing Body. The Vice President assists & advises the President on all club business and assumes Presidential duties during the absence of the President or if the office of President is vacated.

**Secretary/Treasurer** - 1 Year *No voting privileges*

The Secretary/Treasurer is to be filled by Presidential appointment subject to confirmation by the voting members of the Governing Body.

Responsibilities include recording and maintaining minutes from all regularly scheduled meetings, maintaining membership list, accounting for all income & expenditures, preparation of show profit/loss reports within 2 weeks of show conclusion & distributed to all Officers & Directors , preparation of club profit/loss reports, banking transactions, paying approved bills and having checkbook on the show grounds at the start of each show.

## **Board of Directors**

**Director - Judges Manager** - 3 Year Term *Full Voting Privileges*

The Judges Manager is a position elected by the General Membership or an appointed position to be filled by Presidential appointment subject to confirmation by the Board of Directors. Responsibilities include securing a judge for each show, completing contract requirements and arranging travel requirements & accommodations as needed. Further responsibilities include providing judge with all necessary tools by which judge classes including a written description of all Specialty (non NCHA) classes.

**Director - Show Manager** - 3 Year Term *Full Voting Privileges*

The Show Manager is a position elected by the General Membership or an appointed position to be filled by Presidential appointment subject to confirmation by the voting members of the Governing Body. Responsibilities include assuring that the Show Secretary is present and ready to conduct business on time and that the duties of the Show Secretary are being completed in a timely, orderly and professional manner. The Show Manager would also be responsible for securing a substitute Show Secretary in the event of an absence. The Show Manager is responsible for participant compliance with Show Rules and assuring that the show is conducted in a professional and orderly manner. Responsibilities further include that all show related jobs are being completed as required. It is the responsibility of the Show Manager to assure that payment is made to the judge, venue operator and any other financial obligations are met at the conclusion of the show.

**Director - Event & Awards Manager** – 2 Year Term *Full Voting Privileges*

The Concession, Event & Award Manager is a position elected by the General Membership or an appointed position to be filled by Presidential appointment subject to confirmation by the voting members of the Governing Body. Responsibilities include show concession arrangement, organization of year-end banquet & miscellaneous events and procurement of year-end awards for which a committee can be organized at the discretion of the Manager.

**Director – Newsletter/Web Site Coordinator** - 3 Year Term *Full Voting Privileges*

The Newsletter Director is a position elected by the General Membership or an appointed position to be filled by Presidential appointment subject to confirmation by the voting members of the Governing

Body. Responsibilities include securing for posting on the web site all club news & notices and maintaining the accuracy & timeliness of all notices and information. Further responsibilities are to arrange and supervise web site development and maintenance.

**Director - Points Keeper – 3 Year Term *Full Voting Privileges***

The Points Keeper is a position elected by the General Membership or an appointed position to be filled by Presidential appointment subject to confirmation by the voting members of the Governing Body. Responsibilities are compiling and maintaining accurate class results & points earned in a timely basis for publishing on the club web site. Points keeper will retain possession & is responsible for judges sheets, announcer sheets & copies of horse registration papers. (add)

**Director – Sponsorship's – 2 Year Term Full Voting Privileges**

Sponsorship's position is elected by the General Membership or an appointed position to be filled by Presidential appointment subject to confirmation by the voting members of the Governing Body. Responsibilities are securing cash & merchandise donations in exchange for advertising & promotion by BMC. (add)

**Director-at-Large – 2 Year Term *Full Voting Privileges***

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## **Non-Governing Positions**

**Show Secretary**

The Show Secretary is an appointed position to be filled by Presidential appointment subject to confirmation by the voting members of the Governing Body. Responsibilities include taking show entries prior to the show, having the show office open & ready for business approximately 45 minutes before the posted start time, drawing class working order, timely posting of class working order draws & class results, timing, announcing in a professional manner, securing membership forms from entrants owners & trainers, accepting & processing payments, completing a financial reconciliation report at the conclusion of the show, dispensing all necessary information to the Secretary/Treasurer, Show Manager, Points Keeper, Web Site Manager & Newsletter Director.

**Outgoing President**

This is an advisory position only at the behest of the President.