



Black Jack Saddle Club

BY LAWS

Albert De La Garza | President | January 1, 2022

OFFICERS

- **President (Executive):**
 - Chief Executive Officer
 - Preside at all meetings
 - Chairman of the Board and a member of all other committees
 - Will email an agenda and all other necessary notices and documents to the current club membership prior to a meeting
 - Will be available to assist Show Directors in setting dates and locations of shows to be held
- **Vice President (Executive):**
 - Will take over the duties of the President, if the President is absent or unable to perform their required duties
 - Will be available to assist other board members and be responsible for the ribbon count and ordering new ribbons
 - Will be available to assist Show Directors in setting dates and locations of shows to be held
- **Secretary (Executive):**
 - Keep in communication with the President on time and place for scheduled meetings
 - Give notice to the club membership about time and place of all meetings
 - Preserve the record or proceedings of the club
 - Will have custody of By Laws, records, general archives of the club, unless they are placed in the charge of others by order of the Board
 - Email minutes of a meeting to the club prior to the next meeting to be voted upon and approved by the club
- **Treasurer (Executive):**
 - Shall have charge and custody of the financial records of the club
 - Shall be responsible for depositing in its name, all money received, in one or more incorporated bank or trust designated as the depository by the Executive Board.
 - Shall have authority to withdraw funds from any depository upon signed check or withdrawal paper.
 - Must account for any withdrawal made by other such persons as the Executive Board may designate with authority to withdraw such funds
 - Shall make available to the Executive Board the books and accounts of the club for periodic audit, at least once a year
- **Points Recorder (Executive)**
 - Shall be responsible for compiling, publishing, and forwarding to all member an accumulated point standing for all approved BJSC shows

- Provide current standing mid-season to the President for review and publishing
- **Webmaster (Chairperson)**
 - Shall create, edit, and maintain the club's website and Facebook page.
 - Assist with marketing and the creation of club event flyers
 - All items posted on the website or Facebook page must be approved by the President and/or Executive Board
- **Public Relations (Chairperson)**
 - Shall write, edit, and distribute press releases, feature stories, and various promotional projects to the newspaper, Facebook, etc.
 - All item for publication must be approved by the President and/or Executive Board
- **ELECTION OF OFFICERS**
 - To be eligible for an officer position
 - Candidate must have been an active member for 12 months prior to elections. (Active is defined as someone who has attended at least 50% of club shows/activities and at least 2 meetings)
 - Election of officers will be held at the October meeting
 - Term of office shall be January 1st through December 31st
 - Elected officers must have their membership dues paid by the first event of the season
 - Officer positions may be co-chaired, officer(s) will be limited to no more than 2 elected positions
 - If there is a conflict of interest in voting, the officer that is in conflict will respectfully recuse or abstain from voting

MEMBERSHIP

- **MEMBERSHIP DUES:**
 - Dues are good for one calendar year (January 1st through December 31st)
 - Made payable to BJSC and received/recorded by the Secretary or Treasurer
 - Points accumulation and voting begin from the day that are paid
- **MEMBERSHIP RESPONSIBILITIES:**
 - Members are responsible for following the membership By-Laws, Handbook, and paying member dues to qualify for Year End Awards.
 - If any member, including a parent or guardian of a youth 12 and under, submits in writing or email to the President that they no longer want to be part of the club; all show points and voting rights are forfeited for that membership year. At that time, the President will remind the member, or parent or guardian of a youth member, that by resigning, this effectively forfeits year-end awards eligibility.

- **To Qualify for Year End Awards:**
 - **Volunteering:**
 - All members, Individual and Families, are required to volunteer in at least 2 of the following:
 - Horse shows
 - Events sponsored by the club
 - Soliciting sponsors for the club
 - Serving on a Committee (member need only serve on one committee)
 - Another representative can volunteer on behalf of a member, but the member must be identified on volunteer sign-up sheet (ex: Joe Bob for Nelly May)
 - A parent or guardian may volunteer for youth 12 and under
 - **Club Meetings:**
 - Members or a parent or guardian must be present at **one quarterly meeting to qualify for year-end awards.**
 - The club will hold quarterly meetings (January, April, July, and October) on the 2nd Tuesday of the month unless otherwise notified.
 - **Meeting Procedures:**
 - Roll Call
 - Reading of Minutes
 - Report of Treasurer
 - Report of Committees
 - Old Business
 - New Business
- **Voting:**
 - All paid individual members are entitled to 1 vote and each family is entitled to 2 votes for officer elections and club business. Members must be present at meeting to vote.
 - **Quorum:** A majority vote of the members present at any meeting. A motion must be brought before the Executive Board and approved prior to voting

AMENDING BY-LAWS

- These By-Laws can be amended by majority vote of members present at a meeting
- Amending a By-Law must be discussed at a meeting and voted upon prior to it being changed

- An announcement must be emailed to all members preceding the intent to change a By-Law at a future meeting
- If a member does not have an email address, it is their responsibility to provide an address or other preferred means of communication to send such announcements to.

COMMITTEES

- **Scholarship:**
 - **Eligibility**
 - Must be a current BJSC member in good standing under an individual or family membership
 - Must have competed in at least 50% of approved BJSC shows from the current or prior year show season
 - Must, in their own words, state their reason for applying for this scholarship. Included in this essay statement, the applicant must indicate the intended school (college or trade) where the scholarship will be applied
 - Applications must be submitted by the January meeting during their senior high school year. Scholarship will be awarded at the April meeting, provided there is proof of acceptance to said college or trade school
 - If there is more than one applicant, the funds available will determine how many scholarships will be given out
 - Pending funds existing in the BJSC Scholarship Fund, awards will be given out per the Scholarship Committee's discretion.
 - This is a one-time award per applicant
- **Year End Awards**
 - The Committee is responsible for setting a date, time, and venue for the Year End Awards Banquet
 - Committee will use the Points book, provided by the Points Recorder (upon the approval of the Executive Board), to purchase any and all awards.
 - Committee will fairly distribute as best as possible and based on the funds available, the awards for:
 - Class Awards
 - High Point
 - Reserve High Point
 - Special Awards
- **Other Committees:**

- A committee can be formed upon approval from the Executive Board
- These committees will be formed on a year to year basis.
- Committee examples: Opening Ceremonies, fun show, awards.....

POINTS

- **Points at each show will be based on number of horses in each class with the maximum number of placings/points being 6**
 - **EXAMPLE:** If 4 horses are in your class
 - 1st place receives 4 points
 - 2nd place receives 3 points
 - 3rd place receives 2 points
 - 4th place receives 1 point
- **Open Shows:** If a BJSC show is open to the public and a BJSC member does not place in the top 6 places, no points will be awarded to that member for that class
 - The judge will be made aware that placings in each class up to 6th place if the class size is larger than 6 or more participants.
- **Injuries:** A horse can be swapped out if that horse is injured and out for the rest of the season
 - Typically, we track points on each horse and rider combination; however, there is one exception to this rule. If your horse gets injured and you have a note from your veterinarian stating that the horse will be out for the rest of the season, you can use a different horse and the points you have earned from your injured horse will transfer to your new horse.
 - This rule does not apply if your horse has a mild injury and will return for the rest of the season. In this case your points will remain split between two different horses.
- **High Point and Reserve High Point**
 - **Show Day**
 - Member and non-members
 - All classes including Halter are tabulated for individual high point and reserve high point for the day of the show

YEAR END AWARDS

- In the unfortunate event there are not Year-End Awards (due to financial or weather reasons) it must be known that points will NOT be carried forward into the next show year. If such a situation is on the horizon, the club members must be notified prior to the October meeting for discussion and voted on by all current members in attendance to recognize notification
- Year End Awards will be presented at the Year End Awards Banquet at the end of the season

- The Year End Awards Committee, including the President, will review the points, plan, and purchase any and all awards to be given out at the banquet.
- All members must be present or have a representative present to receive their awards at the banquet
- Any awards not received are subject to return
- Other awards may be given if funds are available and approved by the Executive Committee
- **Year End Class Awards:**
 - **Class Awards recognize contestant ages of**
 - **7 years and under**
 - **8 years to 12 years**
 - **13 years to 17 years**
 - **18 years and older**
 - **Qualifying classes**
 - Top Halter Horse of the Year
 - Mares
 - Geldings
 - Showmanship
 - Lead Line
 - Jr. Walk/Trot Pleasure
 - Sr. Walk/Trot Pleasure
 - Walk/Trot English Pleasure
 - English Pleasure
 - English Equitation
 - Walk/Trot Horsemanship
 - Western Horsemanship
 - Walk/Trot Western Pleasure
 - Western Pleasure
 - Junior Western Pleasure
 - Senior Western Pleasure
 - Jr. Ranch Rail
 - Sr. Ranch Rail
 - Jr. Ranch Riding
 - Sr. Ranch Riding
 - Jr. Reining
 - Sr. Reining
 - Trail
 - Poles
 - Spur Race
 - Barrels
 - Flag Race

- A High Point and Reserve High point award will be presented in each age group for both Performance Classes and Speed Classes. There will be a total of 6 High Point awards and 6 Reserve High Point awards
- Year End High Points and Reserve High Points will be tabulated from all classes listed except:
 - Halter
- If a member has won both High Point in Performance and High Point in Speed a special All-Around High Point award will be given (if funds are available) and receive special recognition at the Year End Awards Banquet