

Wisconsin Pinto Horse Association Constitution and Bylaws

Constitution

Article I. Name

This organization will be named Wisconsin Pinto Horse Association Inc. The official abbreviation will be WPtHA.

Article II. Purpose

To cooperate with, and aid in the programs and functions of the Pinto Horse Association of American, Inc, (PtHA) and to uphold the policies of PtHA. To foster professional and amateur equestrian sports leading to national competition by organizing local PtHA shows. The purpose of the nonprofit Organization will be to promote the Pinto horse through horse shows, trail rides, community service, and other events. To promote superior horsemanship, good sportsmanship, horse care and husbandry, animal welfare, and any other endeavors that may promote and educate people about the Pinto Horse.

Article III. Policies

This organization will have no interest in personal grievances of one member toward another, and no discussion of this nature will be allowed at any meeting of the organization; likewise, no discussion of a political nature will be allowed.

Article IV. Membership

Membership is open to any person of good moral character, who is interested in Pinto Horses and their welfare, and in the purpose of the National Organization.

Article V. Officers

Section 1. The Officers will be members, or become members, of the Pinto Horse Association of America, Incorporated to hold an office in a Charter Association. An Officer is automatically a representative of the Pinto Horse Association of America, Incorporated.

Section 2. All Executive Officers will be selected from the current board and they will consist of a President, Vice President, Secretary, Treasurer. The Board of Directors, will consist of up to ten (10) board members with a minimum of four (4) members who will be the Executive Committee, and be responsible for the routine administration and management of the organization. The duration of office will be two (2) years from

January 1 to December 31 with half of the elected members being up for reelection every other year.

Section 3. The Officers, after routine nomination, will be elected in November each year.

Section 4. Elections will be conducted via an electronic ballot service. Each member may cast one vote for each office. Eligibility to vote will be determined by those members 19 and older, holding a membership to WPtHA for not less than four months prior to the election. A person receiving a majority of the votes cast for each office will be deemed to have been elected.

Section 5. Any officer or member of the Board of Directors absent more than two meetings without legitimate excuse, forfeits his office and is not eligible for election to any office the ensuing year. The President will be informed of any absences prior to the meeting.

Section 6. The President will sit as chairperson of the Board and vote only to break a tie vote. The Board will meet at the call of the President, and at least twice a year.

Article VI. Board of Directors

Section 1. There will be a Board of Directors consisting of the officers of the Association and up to six (6) but a minimum of four (4) Board members elected at large, one of which will be the immediate Past President. In the event there is no immediate Past President (IE: current President is re-elected) then all four Directors will be elected from the membership at large.

Section 2. They will meet to formulate the policy of this organization.

Section 3. The President will sit as Chairperson of the Board of Directors and vote only to break a tie vote. The Board of Directors will meet at the call of the President and at least, twice a year at a time and place set by the members of the board and one such meeting is to be held every six months.

Section 4. Special meetings may be called by the Board of Directors at such times as thought advisable. Such special meetings may not supersede regular meetings except when especially provided for.

Article VII. Amendments

Any proposed amendments to this Constitution may be submitted at any regular meeting of the organization or through the legislative committee. Such proposed amendments must be signed by three active members of the organization, in good standing. Before being submitted to the meeting it will be read or provided in electronic or print form to the voting members by the Secretary or the Secretary's designee. After such

notice, it may be voted upon and will become part of the Constitution only if approved by two-thirds of the members present and voting at said meeting. All members will be notified in a timely manner of the date of the voting to change the Constitution.

BY-LAWS

Article BL I. Membership

Section 1. An individual or family will be called a member of this association, upon submitting appropriate membership application and fees to the association.

Section 2. Any member in good standing, may file charges against any other member for conduct likely, in his opinion, to endanger the welfare or character of this organization. The charge, must be in writing, and the accused must be given thirty days' time in which to prepare and present his defense. After all matters are considered, a two-thirds vote of the membership present and voting will suffice to expel a proven guilty member.

Section 3. Individuals eighteen years old and under as of January 1 of the membership year will be Youth members. Individual membership is for a person nineteen years and older. Family membership will include husband, wife, and their children eighteen years of age and under.

Section 4. Voting Privileges. Each membership constitutes one vote. Voting privileges in the Association matters are those nineteen years and older as of January 1 of the membership year.

Article BL II. Dues

Section 1. A new member joining the organization within the last three months preceding the ending year, will automatically be considered to have paid his dues for the ensuing year.

Section 2. Members will be notified by email during January that the annual dues are payable. Should the dues remain unpaid after the date of February 28, they will cease to be a member of the organization.

Section 3. A member who has been dropped from the active membership list for any reason, (except delinquent dues), in order to become reinstated will show cause to be submitted to the Board of Directors in writing a request to be reinstated as a member. Membership privileges may be returned to the Individual upon a yes vote of the Board of Directors along with proper membership fees. Above may be waived at the direction of the Board of Directors.

Section 4. All members will be notified by the Secretary or the Secretary's designee of the time and place of a meeting at least one week or more prior to said meeting except special meetings when especially provided for.

Section 5. The interest of any member in the property or monies of the organization ceases with the termination of his membership.

Article BL III. Duties of the Officers

Section 1. The President will preside at all meetings of the Board of Directors and the membership. He/She will exercise general supervision and management over all the affairs of the organization and will serve as an ex-officio member on all standing committees, who may vote only to break a tie therein except the Nominating Committee. The President will complete and send the charter renewal after November 1 and before December 31 to the National Office of each year, show applications, and NSBA dual approved applications.

Section 2. The Vice-President will preside in the absence of the President. He/She will be Chairperson of the Finance Committee and insure submission of the report to the general membership.

Section 3. The Secretary will keep and maintain the minutes of all meetings of the Organization, Standing Committees, Executive Committees, and the Board of Directors. These minutes will be an accurate and official records of all business transacted. Be custodians of all Association records including financial reports of the Treasurer. He/She will prepare all correspondence, reports and routine business records of and for the Organization.

Section 4. The Treasurer will receive all Organization funds, keep them in a bank or Depository approved by the Executive Committee, keep a faithful record of all receipts and expenditures, and dispense the Organizational funds. The Treasurer will be a member of the Finance Committee and will be caused to provide the information needed to prepare the annual financial statement. The Treasurer will submit a Report of Expenditures and Intake available at each meeting for the records of the membership.

Article BL IV. Duties of the Board of Directors

The Board of Directors will be the policy making body of the organization and act upon all important issues brought before the Board by the Executive Committee. Their decision is final unless vetoed by a two-thirds vote of the members present and voting at a regular meeting. The Board of Directors will approve the expenditures submitted by the applicable committee, and require an audit of the financial records and assets of the organization at the request of 3/5 of the voting membership.

Section 1. Resignation of Directors. Any Director may resign his or her office at any time by giving written notice to the remaining Directors. The resignation shall take effect at the time specified in such notice, or if no time is therein specified, then immediately; and unless and otherwise provided in such notice, acceptance of the resignation shall not be necessary to make it effective. A Director, who shall for any reason become disqualified to hold his/her office, or to be a member of WPtHA or of The Pinto Horse Association of America, Inc., shall be deemed to have resigned his/her office effective on the date of such disqualification.

Section 2. Any member of the Executive Committee or Board of Directors may be removed from office, with or without cause, as herein provided.

- A. Petition demanding the removal of such officers shall be submitted to the President of the Association. Such recall petition(s) shall be signed by a minimum of twenty-five percent (25 percent) of the current members of the Board of Directors and Executive Officers.
- B. Once a filing of petition has been received by the President, he/she will notify in writing the officer whose removal is sought by such action. The notice shall be delivered by electronic or certified mail. If officer does not respond or render his/her resignation withing 7 days of receipt of such notice, the President shall within seven (7) days call for a vote from the Executive Committee and Board of Directors. If such vote does not reach a two-thirds (2/3) majority, such officer will continue in office for the remainder of his/her term, or such filing may again be submitted withing 60 days. If such vote does reach a two-thirds (2/3) majority, resignation will be deemed immediate, and such officer will be removed.

Section 3. Vacancies. Any Vacancy in the Board of Directors occurring by reason of death, resignation, disqualification, removal, or inability to act of any director, or other cause, shall be filled by an affirmative vote of a majority of the remaining directors.

Section 4. Compensation of Directors Prohibited. Members of the Board of Directors shall not be compensated for their services as Directors, except that a Director may receive a salary for his/her services as an employee or a fee for his/her services as an independent contractor. Directors may be reimbursed for expenses incurred on behalf of WPtHA.

Section 5. Responsibility of Directors. It is the responsibility of each member of the Board of Directors of this Association to discharge his/her duties as a director in good faith, in a manner the Director reasonably believes to be in the best interests of WPtHA, and with the care an ordinarily prudent person in a like position would exercise under similar circumstances. All Directors must have valid email account for personal and confidential official communication of minutes and board information.

Section 6. Indemnification of Directors. To the full extent permitted by the Wisconsin Nonprofit Corporation regulations, the Association shall indemnify and hold all persons serving the Association as a member of its Board of Directors harmless against any and all claims, demands, suits, actions, or other liability, both civil and criminal, provided the Director has acted in good faith and within the scope of his/her duties and responsibilities.

Section 7. Board Member Participation Requirements. All Board members are required to actively participate in the operation of WPtHA sanctioned horse shows and banquet festivities. Failure to contribute meaningfully to the operation of WPtHA without good cause may be considered neglect of duty and addressed by the Board under the disciplinary provisions of these bylaws. Participation may include, but not limited to:

Article BL V. Committees

Committees other than the standing committees, will be appointed and charged with responsibilities by the President.

Article BL VI. Standing Committees

There will be nine Standing Committees, The Chairperson of which will be appointed by the President. The committees and their responsibilities:

Section 1. Nomination Committee. This committee will consist of a chairperson appointed by the President and at least one other member chosen by the chairperson. The Committee will meet at the call of the Chairperson and will be on alert for potential candidates within the membership. At the November meeting, the Committee will submit a list of candidates of qualified nominations for each office including the Board of Directors. The presentation of the list does not preclude nominations from the floor.

Section 2. Show Committee. The Committee will consist of a chairperson appointed by the President. The Committee will meet at the discretion of the chairperson to prepare a recommended show bill, class fee structure, stalling, bedding, stall charts, venues, and hiring judges for the shows sponsored. The committee will present these options and/or changes with recommendations at the monthly meetings.

Section 3. Publicity Committee. The Committee will consist of a chairperson appointed by the President and at least one member chosen by the chairperson. The Committee will meet at the call of the Chairperson. The Committee will plan and execute a program for activity promoting membership, club involvement, volunteers, member notices such as show dates, show bills, awards, banquets, Midwest Horse Fair, etc. The committee will utilize our website, social media, mail, email, print ads, etc., to do so. This committee will also work with the Marketing Committee.

Section 4. Finance Committee. This Committee will consist of a chairperson who will be the Vice President of this organization and members appointed by the chairperson, one of which will be the Treasurer of this organization. The Finance Committee will prepare a report of Expenditures and Intake for the previous fiscal year for presentation to the general membership at the annual meeting.

Section 5. Legislative Committee. This Committee will consist of a chairperson appointed by the President and at least one other person selected by the chairperson. The Committee will meet at the call of the Chairperson to review the constitution and make recommendations for changes to the general membership for approval or rejection.

Section 6. Points Committee. This Committee will consist of a chairperson who will be appointed by the President and members selected by the chairperson. This committee will be responsible for all point tabulations for Show High Point, Reserve Highpoint as well as Year-End high points, Rookie of the Year, etc.

Section 7. Awards Committee This Committee will consist of a chairperson who will be appointed by the President and members selected by the chairperson. Responsibilities include award ideas, estimates, ordering, and presentation/discussion at the monthly meetings.

Section 8. Youth Leadership Board. This Committee will consist of a chairperson/Adult Advisor appointed by the President and at least one other person/Adult selected by the chairperson. The Youth Board will consist of a President, Vice President, Secretary, Treasurer, and board members. Monthly reports will be given at monthly meetings.

Section 9. Marketing/Social Media. This Committee will consist of a chairperson who will be appointed by the President and members selected by the chairperson. This person will work with the Publicity Committee to create, submit, and monitor ads, notices, sponsorships, and correspondence on our current social media platforms and the website.

Section 10. Sponsorship. This Committee will consist of a chairperson who will be appointed by the President and members selected by the chairperson. Responsibilities include tracking of sponsorships, communicating with the Publicity and Marketing committees to assure website and social media presence for sponsors, thank you correspondence, researching potential sponsors. Board members are encouraged to secure at least two sponsorships each.

Article BL VII. Meetings

Section 1. The Annual Meeting will be the meeting for hearing the annual reports from all the Officers and the Committees.

Section 2. As of January 1, new officers will be installed to their new positions.

Section 3. The Executive Officers and Board Members will meet on a monthly basis. Special meetings may be called by the President and/or the Board of Directors as needed.

Section 4. Conduct of Meetings

1. All meetings of the Association shall be conducted in an orderly and professional manner.
2. Discussion shall be limited to the agenda items and any new business properly brought before the meeting.
3. Personal grievances, personality conflicts, or complaints against individual members, officers, directors or third parties shall not be entertained during any regular or special meeting of the membership. Such matters must be submitted in writing to the Board of Directors for consideration in executive session or through the formal grievance procedure outlined in the Bylaws.

4. The presiding officer shall have the authority to rule any speaker out of order, limit speaking time, and/or require any person engaging in disruptive or disrespectful behavior to leave the meeting.

Section 5. Personal Complaints and Grievances

1. Any member who believes they have a grievance against another member, officer, or director shall submit the complain in writing to the President or Secretary within thirty (30) days of the incident.
2. The written complaint must contain specific facts, dates, video, photos, and the relief of resolution sought. Anonymous complaints will not be accepted.
3. Personal grievance shall be handled confidentially by the Board of Directors (or a designated Grievance Committee) in executive session. No discussion of such grievances shall occur in open membership meetings unless and until formal disciplinary charges are brought under the disciplinary procedures of these Bylaws.
4. Members are expected to treat one another with respect and civility at all times. Conduct that harasses, intimidates, or defames another member may result in disciplinary action up to and including suspension or expulsion.

Article BL VIII. Quorum

A minimum of five (5) members must be present to legally conduct business and make binding decisions.

Article BL IX. Order of Business

Order of business at all meetings of this organization will be as follows:

1. Meeting Call to Order
2. Roll Call
3. Acceptance of Secretaries Minutes from last meeting
4. Treasurer's Report

Committee Reports

5. Finance
6. Legislation
7. Youth Leadership Board
8. Nomination
9. Show
10. Points
11. Awards
12. Sponsorship
13. Publicity
14. Marketing/Social Media
15. Old Business

16. New Business
17. Next Meeting
18. Adjournment

Article BL X. Rules of Order

In the event that any part of this constitution should conflict with the Rules and Regulations of the Pinto Horse Association of America Inc., the PtHA Rules and Regulations will prevail. This organization will govern its procedures by “Roberts Rule of Order, Revised.” All points not covered herein will be covered by the Pinto Horse Association of America, Incorporated Rule Book.

Article BL: XI. Dissolution

Upon dissolution, all outstanding debts are to be discharged and remainder of funds and assets distributed for one or more exempt purposes within the meaning of section 501(c)(4) of the Internal Revenue Code, or corresponding section of any future federal tax code by the current Board of Directors of the Wisconsin Pinto Horse Association.

Article BL XII. Conflict of Interest

If any Member, Board member, or Officer or their immediate family has a financial stake or relationship to the service, item, or payment to be made to or from WPtHA whether personal or related to their business or family’s business, that member, Board member, or Officer must abstain from the vote to approve such action and may not influence or coerce any other member, Board member, or Officer in the vote.

Article BL XIII. Disciplinary Action Policy

Any member in good standing, may file charges against any other member for conduct likely, in his opinion, to endanger the welfare or character of this organization. An incident report will be filed and investigation into the claim performed by a Board member(s), preferably the President, if available.

In order to maintain a safe, respectful, and sportsmanlike environment at all WPtHA sanctioned events, the following tiered system of discipline shall apply to any exhibitor, participant, spectator, or individual affiliated with an exhibitor who violates show rules, engages in unsportsmanlike conduct, causes disruption, or behaves in a manner deemed detrimental to the welfare of the show, its participants, or the reputation of WPtHA:

Step 1 – Verbal Warning

An individual may be issued a verbal warning for inappropriate conduct. A written record of the incident shall be kept on file.

Step 2 – Immediate Removal from Show Grounds

Upon a second offense, or if conduct is deemed significantly disruptive or aggressive, the individual shall be required to leave the show grounds immediately and shall forfeit all entry fees, stall fees, and other paid expenses. If the individual refuses to leave or becomes uncooperative, local law enforcement will be contacted. A written report shall be filed with the WPtHA Board.

Step 3 – Permanent Ban

A third offense, or any egregious behavior that severely threatens the safety or integrity of the show or its members, may result in a permanent ban from participation in all WPtHA events. Notice of the ban shall be provided in writing, and the individual may appeal the decision to the WPtHA Board in writing within 30 days.

Enforcement and Appeals

All disciplinary actions shall be enforced by the WPtHA Board of Directors or designated show officials. Individuals subject to any sanction have the right to request a hearing before the Board within 30 days of notice. The Board's decision following such hearing shall be final.

Expungement of Past Complaints

If no additional incidents involving the individual are reported within three years from the date of the original incident, the WPtHA will delete, erase, and/or expunge the related records from its files.

Article BL XIV. Anti-Bullying and Harassment Policy

1. Scope of Policy

This policy applies to all members, exhibitors, participants, spectators, and individuals affiliated with WPtHA, including interactions directed toward Board members, show staff, and volunteers.

2. Definition of Bullying and Harassment

- *Bullying* includes repeated or severe behavior that intimidates, undermines, or demeans another individual, whether in person, in writing, or through electronic communication.
- *Harassment* includes any conduct, comment, gesture, or display that causes offense, humiliation, or creates an unsafe or hostile environment. This includes rumors, false allegations, intimidation, threats, or attempts to publicly discredit WPtHA officials, show staff, or volunteers.

3. Prohibited Conduct

The following behaviors are prohibited at all WPtHA-sanctioned events and in all official communications (including digital platforms and social media):

- Verbal abuse, yelling, or derogatory remarks directed at Board members, show staff, or volunteers.

- Intimidation, threats, or efforts to coerce decision-making.
- Spreading false or malicious rumors about WPtHA representatives.
- Online harassment or cyber-bullying of any WPtHA official, staff member, or volunteer.

4. Reporting and Investigation

- Any incident should be reported using the official WPtHA Incident Report Form or directly to a Board member.
- Reports will be reviewed by the Board, and appropriate investigation will follow. Confidentiality will be maintained to the extent possible.

5. Consequences

Depending on severity, disciplinary actions may include:

- Verbal or written warning.
- Immediate removal from the event grounds without refund.
- Suspension of membership privileges.
- Permanent expulsion from WPtHA.

6. Protection of Officials

- Board members, show staff, and volunteers are entitled to carry out their roles free from intimidation, harassment, or abuse.
- Retaliation against any individual who files a complaint in good faith will not be tolerated and will create a further incident.

Article BL XV. Rules of Order

In the event that any part of this constitution should conflict with the Rules and Regulations of the PtHA Rules and Regulations will prevail. This organization will govern its procedure by “Roberts Rules of Order, Revised.” All points not covered herein or provided for by PtHA rules and regulations will be covered by the current PtHA Rulebook.

Article BL XVI. Amendment

Any amendments to these By-Laws may be proposed at any meeting. It will be approved by a majority of those present and it will be voted on at the following meeting, if in the meantime, the proposed amendment received approval of the Board of Directors.

Attested to This Date _____

President _____

Vice-president _____

Secretary _____

Treasurer _____

(Approved by the WPtHA Membership/Annual Meeting on January 10, 2026)