

Wisconsin Donkey & Mule Society, Inc.

BYLAWS

as revised January 23, 2010

Article I – Name

The name of this organization is the Wisconsin Donkey & Mule Society, Inc.

Article II – Purpose

1. To promote and improve the quality of donkeys, mules, and hinnies and related hybrids in Wisconsin
2. To develop and encourage good sportsmanship and fellowship in recreation and useful work involving donkeys and mules.
3. To provide a forum for the exchange of information, products, and resources necessary and interesting to donkey and mule owners and enthusiasts.
4. To assist members in improving their skills and knowledge of donkeys and mules, and their care, training, and handling.
5. To educate and inform the public about the virtues and values of donkeys and mules for recreation and work, and to encourage a better market for donkeys and mules in Wisconsin.
6. To cultivate friendly, cooperative, and helpful relations with similar groups.
7. To own and/or lease property for club uses.

Article III – Membership

A. Membership Categories:

1. Single Membership. A Single Membership may include a maximum of one adult.
2. Family Membership. A Family Membership may include a maximum of two adults and, if applicable, their children under age 18 residing in one household.
3. Charter Membership. Charter members are those who joined the society during 1985.

B. Dues:

1. Membership dues shall be established by the society and include a subscription to the club newsletter.
2. Membership dues are for the calendar year and are due on January 1.
3. Only members whose dues have been paid for the current year are eligible to hold an office, be on a committee, or vote at club meetings.
4. A member in good standing is one whose dues are paid for the current year.
5. Members from the previous year whose dues have not been paid for the current year will remain on the club mailing list until February 1.
6. Memberships paid after November 15 are valid through December 31 of the following year.
7. The fiscal year shall be January 1 through December 31.

Article IV – Officers and Directors

A. Officers and Directors. The officers of the society shall be president, vice president, secretary-treasurer and five (5) directors elected from the membership.

B. Elections.

1. Elections shall be held at the annual meeting of the membership with nominations made from the floor at that meeting.
2. The president, secretary-treasurer and two (2) directors shall be elected in even-numbered years and the vice president and three (3) directors in odd-numbered years.
3. Elections shall be by ballot unless there is only one candidate for an office in which case the vote for that office may be by voice vote. Officers and directors who are not running for election will count the ballot votes.

4. Only members whose dues are paid for the current year shall be eligible to vote.
5. A plurality shall elect.
6. Ties:
 - a. If there are 2 candidates for an office that results in a tie, the election shall be decided by lot by writing the names of the candidates on slips of paper and depositing them in a container from which the secretary will draw the winner.
 - b. If there are 3 or more candidates for an office that results in a tie for the winner, there will be a re-ballot between those two. A tie in the re-ballot will be decided as in 6.a. above.

C. Term of Office.

Officers and directors shall assume office at the close of the meeting at which they are elected and shall serve for a term of two (2) years or until their successors are elected.

D. Duties of Officers.

1. President.
 - a. The president shall preside at all meetings of the membership and the board of directors and shall perform such other duties as are applicable to the office or assigned by the society or the board of directors.
 - b. The president shall appoint the following with terms to coincide with the president's term:
 - 1) Newsletter Editor to publish at least four (4) newsletters per year.
 - 2) Webmaster to maintain the society's web site.
 - c. The president shall appoint the chairmen and members of all standing and special committees and is an ex-officio member of all committees.
2. Vice President. In the absence or incapacity of the president, the vice president shall perform the duties of the president. The vice president shall also assist the president and shall perform such other duties as are applicable to the office or assigned by the society or the board of directors.
3. Secretary-Treasurer. The secretary-treasurer shall be responsible for the meeting minutes and correspondence of the society and the board of directors, shall keep the financial and membership records of the society, shall have custody of the society's funds including their receipt and disbursement, shall report at every regular meeting on the society's financial status, and shall perform such other duties as are applicable to the office or assigned by the society or the board of directors. All checks shall be signed by the secretary-treasurer or the president.

E. Vacancies.

1. A vacancy in the office of president shall be filled by the vice president for the remainder of the term. Vacancies in other offices shall be filled by the board of directors for the remainder of the term.
2. The third absence of any officer or director from any regular, special or board meeting of the society during their elected term will automatically create a vacancy in that office.

Article V - Meetings

A. Regular Meetings. Regular meetings of the society shall be held at least twice per year.

B. Annual Meeting. The first regular meeting of the year shall be known as the annual meeting and shall be for the purpose of electing officers and directors, receiving reports of officers and committees, and for any other business that may arise.

C. Special Meetings. Special meetings of the society may be called by two (2) directors or upon written request of three (3) members of the society in good standing. The purpose of the meeting shall be stated in the call or written notice, and notice sent to members at least 15 days prior to the date of the special meeting via the newsletter or special mailing to the membership.

D. Quorum. Five (5) members entitled to vote shall constitute a quorum at any meeting of the membership.

- E. Voting.** Each adult in a membership (one for a single membership and a maximum of two for a family membership) is entitled to vote on club issues and elections at club meetings. There shall be no voting by mail or by proxy.

Article VI - Board of Directors

- A. Board of Directors.** The board of directors shall consist of the officers and five (5) directors as defined in Article IV. No member shall simultaneously hold more than one position on the board of directors.
- B. Duty.** The board of directors shall be responsible for the affairs of the society between membership meetings.
- C. Meetings.** The board of directors shall meet at the call of the president, with or without notice, and may do business in-person, via telephone conference call or via e-mail.
1. An in-person board meeting may include the attendance of up to one (1) board member via speaker phone.
 2. A meeting via telephone conference call requires a quorum of the board to be on the same telephone call and simultaneously able to hear and speak to each other.
 3. Action via e-mail requires that the same e-mail be sent to all Board members listed in the TO: or CC: field with all replies directed to "Reply To All" so that all members can see all communications. The e-mail response of a quorum of the directors shall constitute a valid action of the board. Printed hard copy of all e-mails exchanged shall be attached to and accompany the regular minutes of all such e-mail meetings.
 4. Action taken via conference call or e-mail shall be ratified at the next in-person meeting of the board.
- D. Quorum.** Four (4) members of the board of directors shall constitute a quorum at any meeting of the board of directors.

Article VII - Committees & Representatives

A. Committee Membership & Representatives

1. Chairmen, representatives and members of all committees shall be members in good standing of the society.
2. Committees shall meet at the call of the chairman and may do business in-person, via telephone conference call or via e-mail.
3. The third absence of any chairman, representative or committee member from any regular meeting of the society during their term will automatically create a vacancy in that position.
4. All chairmen, representative and committee member vacancies shall be filled by the President.

B. Standing Committees - There shall be the following standing committees: Midwest Horse Fair Committee and State Show Committee.

1. Members of standing committees shall serve for a term of one (1) year or until their successors are appointed but may be reappointed without restriction.
2. Chairmen of standing committees shall report to every regular meeting of the society.
3. **Midwest Horse Fair (MHF) Committee**
 - a. The Midwest Horse Fair (MHF) Committee shall consist of at least three (3) members with one of the members named as MHF Chairman.
 - b. At least two (2) members of the committee shall be members of the board of directors.
 - c. Quorum shall be a majority of the committee.
 - d. The MHF Committee shall be responsible for planning and organizing club participation in MHF in accordance with MHF participation guidelines and deadlines.
 - e. During the MHF, the decisions of the MHF Chairman on matters relating to club participation in MHF will be final.

4. State Show Committee

- a. The State Show Committee shall consist of at least three (3) members.
- b. At least two (2) members of the committee shall be members of the board of directors.
- c. Quorum shall be a majority of the committee.
- d. The State Show Committee shall be responsible for planning and implementing a smooth running, high quality and safe State Show in accordance with State Show Guidelines adopted by the society and any applicable Wisconsin State Statutes.
- e. During the State Show, the decisions of the State Show Chairman on matters relating to the conduct of the State Show will be final.

C. Special Committees.

1. Special committees may be appointed by the president to carry on the work of the society as deemed necessary by the president, the board of directors or the membership.
2. Members of special committees shall serve until the committee completes its task or until their successors are appointed.
3. Chairmen of special committees shall report to every regular meeting of the society.

D. Wisconsin State Horse Council (WSHC) Representative

1. The president will appoint a member to represent the interests of the society at meetings of the Wisconsin State Horse Council (WSHC). The term of the WSHC representative shall coincide with the term of the president or until their successor is appointed.
2. The president will also appoint an alternate to represent the society when the representative is unable to attend WSHC meetings.
3. The WSHC Representative or Alternate shall report to every regular meeting of the society.
4. The third consecutive absence of the WSHC Representative from WSHC meetings (without alternate representation) during their term will automatically create a vacancy in that position.

E. Other Representatives

1. The president may appoint members to represent the interests of the society at other meetings, organizations and/or events as deemed necessary by the president, the board of directors or the membership.
2. Such representatives shall serve until the assigned tasks are completed or until their successors are appointed and shall report to every regular meeting of the society during their term.
3. The third absence of a representative from their assigned task(s) will automatically create a vacancy in that position.

Article VIII - Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the society in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the society may adopt.

Article IX - Amendments

These bylaws may be amended by the membership at any regular or special meeting of the society by a two-thirds vote provided that the amendment has been published in at least one issue of the newsletter or special mailing to the membership.

Article X - Disbandment of the Society

If at any time the society decides to disband, the balance of the treasury will be donated to the American Donkey and Mule Society.