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# SASKATCHEWAN ARABIAN HORSE ASSOCIATION (SAHA)

## CONSTITUTION

### 1. NAME

This association shall be known as the "Saskatchewan Arabian Horse Association Inc." hereafter referred to as the SAHA.

### 2. OBJECTIVES OF THE ASSOCIATION

Without limiting the activities of this association, the SAHA will seek to achieve the following objectives:

- a. To encourage the development of the Arabian horse breed through breeding, exhibitions, shows, clinics, lectures, and display materials.
- b. To liaise with similar Arabian councils, including but not limited to, the Arabian Horse Association and the Canadian Arabian Horse Registry.
- c. To serve as an educational medium for its members by distributing information relative to the Arabian Horse industry and the equestrian world through seminars and clinics.
- d. To raise the standards of care and handling of the Arabian horse.
- e. To promote the versatility of the Arabian horse.
- f. To promote and encourage youth involvement in equestrian activities

### 3. MEMBERSHIPS

Membership includes the right to vote, is open to any interested individuals, and consists of four categories:

- a. **Honorary Life Members** - this honour may be conferred on any member who, in the opinion of the Board of Directors, has shown outstanding service in the SAHA. Honorary life members shall pay no fees, shall not be obliged to attend meetings, but shall be entitled to all privileges of the SAHA membership.
- b. **Adult Members** - any person over the age of eighteen. These members will be eligible to earn points at competitions through the SAHA and the Arabian Horse Association.
- c. **Youth Members** - any individuals under the age of nineteen as of December 01 of the previous calendar year. These members will be eligible to earn points at competitions through the SAHA and the Arabian Horse Association.
- d. **Associate Membership** - any interested person. These members will not be eligible to earn points at competitions through the SAHA but will be entitled to all other rights and benefits of membership.

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#### **4. MEMBERSHIP DUES**

- a. Membership dues shall be paid annually to the SAHA.
- b. Any changes in membership fees will be made known by December 1<sup>st</sup> the year prior.
- c. Membership dues shall cover the calendar year from the date of payment.
- d. Members resigning from the SAHA shall not be entitled to a refund of dues.

#### **5. OFFICERS OF THE ASSOCIATION**

The officers of the SAHA will hereafter be referred to as the Executive Committee.

- a. Officers of the SAHA include a President, Vice President, Treasurer, and Secretary. The Board of Directors shall elect these positions annually.
- b. The immediate Past President of SAHA shall be considered to be an officer of SAHA unless he/she resigns or fails to maintain membership with SAHA.
- c. All officers must be directors of SAHA.

#### **6. DUTIES OF THE OFFICERS**

- a. **President** - shall be the chief executive officer of the SAHA and shall preside at all SAHA meetings. He/she shall conduct meetings in accordance with established rules and procedures. He/she shall ensure that the decisions of SAHA are carried into effect.
- b. **Past President** - shall attend all meetings of SAHA and shall act as an advisor to the Officers and Board of Directors. The Executive Committee may also assign the Past President duties to be carried out for the SAHA.
- c. **Vice President** - shall assume the duties and power of the President in his/her absence. He/she shall perform duties for the SAHA as assigned by the Executive Committee.
- d. **Treasurer** - shall have custody of all funds of the SAHA and shall be responsible for their proper disbursement. He/she shall prepare the annual budget for the Executive Committee. He/she shall present a financial report to each meeting of the SAHA. He/she shall make the financial records available to the auditor(s) named by the Executive Committee.
- e. **Secretary** - shall keep all records of the SAHA. He/she shall record minutes of all meetings and distribute them as directed by the Executive Committee.

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## **7. BOARD OF DIRECTORS**

- a. The Board of Directors shall manage the SAHA.
- b. All Directors must be SAHA members in good standing.
- c. The Board of Directors will be established annually at the fall Annual General Meeting.
- d. A Director will be removed from the Board if:
  - i. He/she resigns from the Board by written resignation received by the Secretary or President of the SAHA.
  - ii. He/she is deceased.
  - iii. He/she is found practicing unethical behaviour, as deemed by the SAHA, and is voted to be removed from the Board by at least 75% of the Board of Directors.
  - iv. He/she fails to attend 50% of the SAHA meetings.
- e. Directors shall not receive any remuneration for their services but may be eligible to receive funds to represent the club at other industry meetings.
- f. A majority of the Directors shall constitute a quorum.
- g. The President of the SAHA shall be the chairman of the Board of Directors.
- h. The Board of Directors shall appoint specific committees to achieve the purposes of the SAHA.

## **8. THE EXECUTIVE COMMITTEE**

- a. The Executive Committee shall consist of the Officers of the SAHA.
- b. Only Directors can hold office on the Executive Committee.
- c. The Executive Committee shall implement the decisions of the Board of Directors.
- d. The Executive Committee shall have the power to initiate activities that will achieve the objectives of the SAHA.
- e. A majority of the Executive Committee, one of whom shall be either the President or Vice President, shall constitute a quorum.
- f. The Executive Committee shall not receive remuneration for their services.

## **9. ELECTIONS**

- a. An election for the purpose of selecting a Board of Directors will be done by nomination at the fall Annual General Meeting and will be voted on by all SAHA members present.
- b. An election for the purpose of selecting an Executive Committee will be done by nomination and secret ballot following the selection of the of the Board of Directors. Only the Board of Directors will have the right to vote in the selection of the Executive Committee.

## **10. MEETINGS**

- a. There shall be at least two meetings annually. One of which is to be held in conjunction with the Annual General Meeting.
- b. There shall be at least one Annual General Meeting.
- c. The President shall have authority to call meetings as necessary.
- d. A majority of the Board of Directors may make a written request for a meeting, in which either the President or Vice President must preside at.

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## **11. VOTING**

All members have the right to vote except for the election of the Executive Committee, whereby only the Board of Directors may vote.

## **12. COMMITTEES AND REGULATIONS**

- a. The Board of Directors may appoint standing committees to discharge the function described by the Board of Directors as its terms of reference. The terms of reference and appointments to committees shall ensure that the membership of the SAHA is represented on each committee on an equitable basis. Each committee shall report all action at least annually to the Board of Directors for presentation at the Annual General Meeting.
- b. Persons appointed to a committee shall not receive any remuneration for such service.

## **13. FISCAL YEAR**

The fiscal year shall be from November 1 to October 31.

## **14. AUDITORS**

- a. The Board of Directors shall name an Auditor who shall audit the accounts and financial reports of the SAHA annually.
- b. The Auditor shall be qualified to review and evaluate financial records. He/she shall be independent of the SAHA membership.

## **15. SIGNING AUTHORITY**

- a. Any two members of the Executive Committee, one of whom shall be the President, shall have signing authority on any written document or instrument of the SAHA.
- b. The Treasurer shall sign cheques.

## **16. HEAD OFFICE**

The head office of the SAHA shall be the home address of the President unless otherwise appointed by the Board of Directors.

## **17. AMMENDMENTS TO THE CONSTITUTION**

- a. The membership must be notified in writing 30 days prior to the Annual General Meeting of any proposed amendments to the Constitution.
- b. Amendments must be voted on and implemented only at the Annual General Meeting by those attending members.

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## **18. BY-LAWS AND REGULATIONS**

- a. The Board of Directors shall have authority to make such by-laws and regulations as may be necessary to implement the Constitution effectively and not inconsistent with it to ensure the smooth functioning of SAHA.
- b. If a decision of some urgency must be made and the Constitution or related regulations and by-laws do not seem to cover the matter adequately, the Executive Committee shall have authority to take such action as it deems necessary and shall report such action at the Annual General Meeting.

## **19. INTERPRETATION OF THE CONSTITUTION, REGULATIONS AND BY-LAWS**

- a. In these documents the singular shall include the plural, the plural shall include the singular, and the masculine shall include the feminine.
- b. In the event of a conflict of opinion about the interpretation of this Constitution or any related regulations and by-laws, the ruling of the President shall prevail.

## **20. DISSOLUTION**

- a. On the dissolution of the SAHA, its properties and assets shall, after payment of all liabilities, be given to the body that absorbs the SAHA and follows the aims and objectives of the SAHA.
- b. If no body exists to absorb the SAHA, all funds will be donated to the Western College of Veterinary Medicine, Equine Health Research Fund, University of Saskatchewan.