

CONSTITUTION/BY-LAWS
OF THE
WYOMING BACK COUNTRY HORSEMEN
OF AMERICA

(Proposed Revisions May, 2021)

Original, February 1993
Revision 1, Ratified May 1996
Revision 2, Ratified March 2004
Revision 3, Ratified May 2008
Revision 4, Ratified November 2010
Revision 5, Ratified May 2011
Revision 6, Ratified November 2017

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Wyoming Back Country Horsemen of America

Article I
Name

The name of this organization shall be called the Wyoming Back Country Horsemen of America, hereinafter referred to as WYBCH, and shall be incorporated under the laws of the State of Wyoming as a non-profit educational corporation. The executive body of WYBCH shall be named the Wyoming Board of Directors, hereinafter referred to as WYBD.

Article II
Objectives and Purpose

- Section 1: To perpetuate the common sense and use and enjoyment of horses in America's back country and wilderness.
- Section 2: To work to ensure that public lands remain open to recreational stock use.
- Section 3: To assist various government and private agencies in their maintenance and management of said resources.
- Section 4: To educate, encourage, and solicit participation in the wise and sustaining use of the back country resources by horsemen and the general public commensurate with their heritage.
- Section 5: To foster and encourage the formation of new Back Country Horsemen organizations.

Article III
Membership

- Section 1: Any organization which subscribes to the objectives and purpose of the WYBCH as stated in Article II is eligible for membership.
- Section 2: To obtain membership in the WYBCH, a prospective chapter organization shall submit an application to the WYBD requesting membership. Applications must include:
- a) A letter requesting membership in the WYBCH
[Sample applications can be obtained on the state or national website.]
 - b) A copy of the applicant's governing documents (constitution/by-laws).
 - c) The governing document shall include the five (5) stated purposes of the Back Country Horsemen of America.
 - d) A membership of at least 15 members.
- Section 3: Each member organization (chapter) shall have "Back Country Horsemen" as

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part of its name.

- Section 4: Membership must be approved by a majority vote of the WYBD assembled at a regular or special meeting.
- Section 5: The WYBD may revoke the membership of any chapter organization for violation of the WYBCH Constitution/By-Laws by a majority vote of the WYBD assembled at a regular or special meeting. This revocation must be ratified by a majority of the chapter organizations in Wyoming.
- Section 6: In the event that a chapter organization should dissolve, it is the responsibility of that organization to see to the disbursement of assets including the closing out of all financial accounts and the resolution of debts. Assets may be donated to the WYBCH at the discretion of the folding organization.

Article IV
Powers

- Section 1: The authority of the WYBCH shall be in its assembled directors. The WYBD shall execute this authority, and shall follow the direction given it by the chapter organizations and shall be responsible to them.
- Section 2: The WYBD shall have power to take any action consistent with the Constitution or with any duly enacted resolution of the WYBD.
- Section 3: All actions shall be conducted by the assembled directors at regular or special WYBD meetings.
- Section 4: The WYBD shall be charged with the duties of discharging pertinent information, acting as a clearing house for ideas, and representing the state organization at the national level. It shall assist chapter organizations in their efforts and provide help and direction.
- Section 5: The WYBD shall decide state policy. It shall also have the powers and duties contained elsewhere in this constitution/by-laws.
- Section 6: It shall be agreed that actions taken by the WYBD may be controversial. Therefore, chapter organizations may oppose the position taken by the WYBD regarding such controversial issues.

Article V
Meetings

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- Section 1: The time and place of the WYBD meetings shall be at the convenience of the WYBD.
- Section 2: The WYBD shall have the authority to establish the agenda for the WYBD meetings.
- Section 3: Any person may attend WYBD meetings but shall not have speaking privileges unless recognized by the chair. Only directors will have voting privileges.
- Section 4: Fifty percent (50%) of all WYBD members shall constitute a quorum and can conduct business.
- Section 5: All meetings shall be conducted in accordance with Robert's Rules of Order unless in conflict with this constitution/by-laws.

Article VI
State Board Membership

- Section 1: Each chapter organization shall be represented by up to two directors to the WYBD. Directors may be from the same family. Chapter organizations are responsible for advising the WYBD of their chapter directors and/or of any changes in representation.
- Section 2: Each WYBD director must be a member in good standing of a member organization. Each directorship shall represent only one membership organization.
- Section 3: It is recommended that chapter organizations have alternates to serve in the absence of regular directors. It is also recommended the WYBD directors or their alternates serve staggered terms.

Article VII
Officers and Operation of the WYBD

- Section 1: The officers of the WYBD shall consist of the Chairman, Vice-Chairman, Secretary, and Treasurer, and such other officers and committees as the WYBD shall create from time to time. The officers shall be members in good standing and elected by the assembled directors by a majority vote of the assembled directors of the WYBD at any regular or special meeting for a term of two (2) years. Officers may serve multiple 2-year terms if chosen through the electoral process. Officers shall assume office at the conclusion of the WYBD meeting at

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which they are elected. Multiple officers may be elected from the same chapter. All officers shall have voting privileges as a chapter director except the chairman, who will vote only in case of a tie vote. Officers for both state and chapter organizations should be elected and assume duties by March 1st.

- Section 2: Office positions which become vacant during a regular term may be temporarily filled by the regular progression of officers; Chairman, Vice Chairman, Secretary, Treasurer - until such time as regular or special elections can be held to fill the vacancy. *Pro-tem* officers may be selected by a majority vote of the WYBD to fill vacancies where no progression exists.
- Section 3: The creation of any permanent working committee shall be approved by the WYBD. Temporary committees may be created without board approval.
- Section 4: The Chairperson shall be the chief administrative officer of the WYBCH whose main responsibility is to provide leadership to the organization. Specific duties shall include:
- a. Serve as the official spokesperson for the WYBCH.
 - b. Authorize BCH statements having state significance.
 - c. Sign WYBCH documents.
 - d. Delegate duties and responsibilities.
 - e. Establish lines of communication with other BCHA entities
 - f. Provide direction/assistance to chapter organizations.
 - g. Preside over all assembled meetings of the Board of Directors.
 - h. Assist the Board of Directors, committees, and chapter members in developing and maintaining sound financial practices.
 - i. May co-sign on disbursements.
 - j. Create committees and appoint committee chairs.
 - k. Relegate responsibility to committees
 - l. Coordinate membership and volunteer hour responsibilities with web designer.
 - m. Serve as ex-officio on all committees.
 - n. Other such duties as normal to the office of the Chair.
- Section 5. The Vice Chairman shall:
- a. Assist the Chairman and assume duties of the Chairman when the Chairman is absent.
 - b. Be responsible for new chapter expansion and membership development and may create a committee for such purposes.
 - c. Be responsible for collecting and reporting volunteer hours as required by the WYBD and the National BCHA.
 - d. And such other duties as normal to the office of the Vice Chairman.
- Section 6. The Secretary shall:

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- a. Record and permanently file the minutes of all Board of Directors meetings.
- b. Furnish copies of these minutes to board members and to member chapters.
- c. Assist the Chairman in preparing agendas for all assembled meetings of the Board of Directors.
- d. Furnish members of the state Board of Directors with a current list of officers and delegates from all member chapters.
- e. Send written notice of all meetings of the Board of Directors to the chapter presidents and delegates to the Board
- f. And such other duties as normal to the office of the Secretary.

Section 7. The Treasurer shall:

- a. The Treasurer shall safeguard all monies relative to the WYBCH.
- b. Quarterly furnish the Executive Secretary of the Back Country Horsemen of America with a list of all Back Country Horsemen members from Wyoming. This list shall include the members mailing addresses for the national newsletter.
- c. Develop and maintain a system of accounting to include records of income, expenses, and the disbursement of all monies.
- d. Provide financial reports - balance sheets and statements of operation - to the Board of Directors at all assembled meetings or as required by the Board.
- e. Participate in the creation of all budgets and audits.
- f. File annually all appropriate state non-profit and corporate forms and make appropriate Internal Revenue reports.
- g. Co-sign on all disbursements.
- h. And such other duties as normal to the office of the Treasurer.

Section 8. Directors shall represent their chapter organizations and be responsible to them. They shall serve as liaisons between their home organizations and the WYBD. They shall be responsible for the flow of information to their chapter members from the WYBD and the national BCHA. They shall also provide information relative to events, issues and other matters of interest back to the WYBD.

Section 9: Each director shall have one vote with the exception of the Chairman who will vote only in case of a tie vote. The chapter from which the Chairman is elected shall be entitled to two (2) voting directors.

Section 10: The WYBD shall meet at least once per year, but may meet as often as necessary to properly conduct WYBCH business. Notification of these meetings should occur at least thirty (30) days prior to the meeting date except in case of emergency. These notices shall contain the known business agenda. Special meetings must be approved by a majority vote of the WYBD.

Section 11: Only members of the WYBD shall have the right to vote.

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- Section 12. The voting process shall be conducted as stated by Robert's Rules. Vote outcomes shall be based on a simple majority of votes cast by directors at any regular or special meeting providing there is a quorum in attendance.

Article VIII
Finances

- Section 1: The WYBD may establish a treasury for financing the business of the WYBCH.
- Section 2: The finances for the treasury shall be borne by the member chapters in the state via an assessment determined by the WYBD and ratified by the member chapters.
- Section 3: It is recommended a dues assessment follow guidelines established by National BCHA. i.e. family memberships and individual memberships.
- Section 4: Dues to the state treasury from the member chapters shall be paid by January 31 Based upon the year end membership rolls of the previous year.
- Section 5: The WYBCH treasury may accept monies from other sources--donations, grants, sales of promotional items, for services rendered, or other legitimate sources.
- Section 6: All expenditures from the WYBCH treasury shall be approved by the WYBD.
- Section 7: All disbursements from the treasury shall be by check and substantiated by receipt or invoice.
- Section 8 : Money market funds shall only be transferred to the checking account and no check shall be written on the money market account.

Article IX
Removal of Officers or Directors

- Section 1: Seated officers or directors may be removed from the WYBD by a majority vote of the assembled members of the WYBD at any regular or special meeting. All records kept by the removed officers shall be returned to the WYBD within thirty (30) days of the removal date.
- Section 2: A director may also be removed by that director's home organization. An

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alternate director may finish the removed director's term. A notification of the removal and the name of the new director shall be furnished to the WYBD following such action.

Article X
Constitutional Changes

- Section 1: A vote to enact, repeal, or amend the WYBCH Constitution/By-laws must be passed by a majority vote of the WYBD, and then ratified by a majority of the member organizations of the state of Wyoming.
- Section 2: Member organizations must ratify changes to the Constitution/By-laws prior to the next scheduled WYBD meeting.

Article XI
National Affiliation

- Section 1: The WYBCH shall become a member of the national Back Country Horsemen of America organizations when the following conditions are met:
- A. National dues are current and paid in full.
 - B. The WYBCH Constitution/By-laws have been approved by the Board of Directors of BCHA.
 - C. A formal application has been submitted and accepted by the Board of Directors of BCHA.
 - D. The WYBCH has at least two (2) member organizations with a minimum of forty (40) members per state and no less than fifteen (15) in any one membership organization.
- Section 2: Upon qualifying as an official BCHA state organization the WYBCH shall be entitled to two (2) voting delegates to the National Board of Directors of the BCHA.

Article XII
Directors of the National Board

- Section 1: National directors and alternate directors may be elected from the membership of the WYBD or from the general membership of the state to represent Wyoming on the National Board of Directors of the BCHA. Directors may be from the same chapter.
- Section 2: National directors and/or alternate directors shall be elected by a majority vote of the WYBD.
- Section 3: National directors may serve multiple terms.

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Section 4: Directors may be removed as delegates to the national board of the BCHA by a majority vote of the WYBD.

Article XIII
Saving Clause

Section 1: In the event portions of this Constitution/By-laws are found to be inconsistent with state or federal law or the Constitution, By-laws, and Policies of the national BCHA such portions to the extent that they are found to be in conflict with those laws or policies shall be deemed void and of no force and effect.

Article XIV
Ratification

Section 1: This Constitution/By-laws will go into effect when ratified in writing by a majority of existing WYBCH member organizations.

*Original WYBCH Constitution/By-laws ratified February, 1993
Wind River Back Country Horsemen
Cloud Peak Back Country Horsemen
Powder River Back Country Horsemen

Wyoming approved for state membership in the National BCHA April, 1994

2-93/as
5-96/cy
2-4/ct and mt
5-8/ly
11-10/vh
11-17/bh, di, as

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RATIFICATION
2021 WYBCHA CONSTITUTION/BY-LAWS REVISION

| For/Against | CHAPTER OFFICIAL'S SIGNATURE | Date |
|-------------|---|-------|
| _____ | _____ Cloud Peak Back Country Horsemen | _____ |
| _____ | _____ Great Divide Back Country Horsemen | _____ |
| _____ | _____ Mountain Man Back Country Horsemen | _____ |
| _____ | _____ Pathfinder Back Country Horsemen | _____ |
| _____ | _____ Shoshone Back Country Horsemen | _____ |
| _____ | _____ Teton Back Country Horsemen | _____ |
| _____ | _____ Vedauwoo Back Country Horsemen | _____ |
| _____ | _____ Wind River Back Country Horsemen | _____ |