

**BYLAWS**  
**of**  
**HARDING TOWNSHIP-GREEN VILLAGE**  
**BRIDLE PATH ASSOCIATION, INC.**

**ARTICLE I - NAME**

This non-profit organization (EIN #22-3603090), incorporated in New Jersey as the Morris County Bridle Trail Association, Inc., shall be known as the Harding Township-Green Village Bridle Path Association, Inc. It was previously known as the Morris County Bridle Path Association.

**ARTICLE II - PURPOSE**

The general purpose of the organization is to promote the retention, reclamation, and maintenance of a network of trails within Harding Township and the Green Village section of Chatham Township, County of Morris, and State of New Jersey and the neighboring communities strictly for equestrian use.

**ARTICLE III - PRINCIPAL OFFICE**

The principal office of the organization shall be the home of the President during his or her tenure in office. The mailing address shall be PO Box 710, New Vernon, New Jersey 07976. The organization may have other offices at such other places as may from time to time be determined by the Board of Trustees (defined in Article VI).

**ARTICLE IV - MEMBERSHIP**

Membership shall be open to any individual or family with equestrian interests who completes proper application with signature and payment of dues. A family shall be considered those living in the same household. The membership year runs from April 1<sup>st</sup> to March 31<sup>st</sup> of the following year. Anyone paying dues in one year will be entitled to membership until March 31<sup>st</sup> of the following year. Voting rights are given to any member having an individual membership. Each family will have two votes. Voting rights are restricted to those 18 years of age or older. Honorary membership may be granted to anyone by a majority vote of the membership at a meeting where a quorum is present. Voting to grant honorary membership will follow the procedures for a motion in Article VI. Honorary members will not have voting privileges.

## **ARTICLE V - BOARD OF TRUSTEES**

A. The Board of Trustees shall be comprised of a President, Vice President, Secretary, Treasurer, and five Members-at-Large, all elected by the general membership. The affairs and business of the organization shall be managed by the Board of Trustees.

B. Officers and Members-at-Large shall be chosen at the annual meeting in December. A nominating committee appointed by the Board of Trustees in October will produce a slate of candidates for Officers and Members-at-Large. A Nominating Committee member will read nominations, from the floor. Nominations will also be taken from the floor at the December meeting. A voice vote will then be taken for the slate of officers. All members present will have an opportunity to vote.

C. Each Member-at-Large of the Board of Trustees shall serve a term of two years and may succeed themselves once. After one year of not being a Member-at-Large, they may be elected again for another two year period and may succeed themselves once. This pattern may continue indefinitely. If someone is appointed to fill a vacancy, the time they spend filling the vacancy will not limit them from being elected to a successive two year term and succeeding themselves.

D. For Members-at-Large elected in the fourth quarter of 1998, three will be elected for two years terms serving until December 31, 2000, and two for a term of one year serving until December 31, 1999. All other terms shall be by calendar year.

E. Officers may serve a maximum of two successive one year terms in any one office. They may serve in other offices in successive years. After one year of not holding a particular office, a member can be elected again to that office. Officers elected in the fourth quarter of 1998 will serve through December 31, 1999. If re-elected, they may serve until December 31, 2000. All other terms shall be by calendar year.

F. If a Board of Trustees vacancy occurs between annual meetings from any cause whatsoever, such vacancy shall be filled for the balance of the term by a member elected by the Board of Trustees.

G. The board of Trustees shall be the major policy forming body of this organization. It shall adopt such rules and regulations for the conduct of meetings and management of the organization as deemed proper and consistent with these Bylaws. Any decision made by the Board of Trustees can be over ridden by the membership by a vote taken at a meeting where a quorum is present. A quorum being the presence of at least 20% of the members of the organization. The vote of the majority of members present and by proxy shall control.

## **ARTICLE VI - ORGANIZATION**

A. Meetings to conduct the business of the organization, open to all members, shall normally be held by the Board of Trustees at the principal office. Other places may be selected by agreement of the majority of the members of the board. The Board of Trustees shall meet no fewer than four times a year. Members may attend these meetings and participate with questions and comments.

B. The presence in person of a majority of board members shall constitute a quorum for a Board of Trustees meeting. A special meeting of the Board of Trustees may be called at any time by the President or by request of four Board of Trustee members.

C. At all meetings of the Board of Trustees, each board member is entitled to one vote in person or by a written proxy. The vote of the majority of members present and by proxy shall control. A majority vote is required for passage of a motion.

D. An annual meeting of the organization, open to all members, shall be held each year in December. Notice of the meeting shall be announced at least two weeks prior to the date. The presence in person of 20% of the members of the organization (including at least a majority of the Board of Trustees) shall constitute a quorum for the annual meeting or any other meeting of the members.

E. At all meetings of the general membership each member is entitled to one vote, in person or by a written proxy, for an individual membership. Each family will have two votes. The vote of the majority of members present and by proxy shall control. A majority vote is required for passage of a motion.

F. If a quorum shall not be present at a Board of Trustees meeting or at any meeting of the members, members of the Board of Trustees present may adjourn the meeting from time to time until a quorum shall be present.

## **ARTICLE VII - OFFICER DUTIES**

A. The President shall be spokesperson for the organization and preside at all meetings of the members and of the Board of Trustees, and shall perform such duties as are customarily incident to the office of the President or Chairperson, and such other duties as shall be directed by the Board of Trustees.

B. The Vice President shall preside at all meetings at which the President is unable to do so and advise and assist the President in his/her work. He/she shall assume the duties of the President if the President is unable to carry them out and shall perform such other duties as are incident to the office.

C. The Secretary shall keep records for all meetings of the organization. He or she shall make such reports and perform such other duties as are incidental to the office or are properly required by the Board of Trustees. The Secretary shall also maintain a record of the members, their membership status, mailing address, committee membership, and emergency contact information.

D. The Treasurer shall have charge of monies and financial documents of the organization and shall keep regular books of account. He or she shall open an account or accounts in banking institutions designated by the Board of Trustees. The Treasurer will produce reports of income, expenditures, and bank balances for each quarterly meeting, and when requested by other members of the Board of Trustees or committee chairpersons. The Treasurer shall perform all duties incident to the office.

## **ARTICLE VIII - EXPENDITURES**

A. No member shall make any expenditure on behalf of the organization, or incur debt for which the organization will be responsible, without the permission of the President or the Board of Trustees. The President may approve expenditures up to \$500. Expenditures of \$500 or more will require approval by the majority of the Board of Trustees.

B. The Officers will not need approval for expenditures that are less than \$100. Expenditures that are greater than \$100 and less than \$500, will require approval of the President. Expenditures of \$500 or more will require approval by the majority of the Board of Trustees.

C. Approval of expenditures need not take place at a meeting. Approval can be granted by telephone or in person. A confirming note must be signed by the President or member of the Board of Trustees and filed by the Treasurer with the bill being paid.

## **ARTICLE IX - MEETING FORMAT AND AGENDAS**

A. During all meetings, Robert's Rules of Order shall be followed.

B. The agenda format for the meeting will include, at a minimum, the following:

- Call to order
- Secretary's report
- Treasurer's report
- Committee reports
- Existing business
- New business
- Adjournment

C. Any member may bring up items for discussion. This should be done in the part of the meeting appropriate for the topic.

## **ARTICLE X - AMENDMENTS**

A. These by-laws may be amended in whole or in part by a majority vote of the membership at a meeting at which a quorum is present provided that written notice of the proposed amendment along with a proxy vote form has been given to each member at least two weeks prior to such meeting. Each member is entitled to one vote in person or by a written proxy. The vote of the majority of members present and by proxy shall control. A majority vote is required for passage of a motion.

B. The amendment must be read to the membership at a meeting held at least 21 days prior to the meeting to vote on it. Either meeting may be called specifically to deal with the amendment, at a quarterly meeting, or at the annual meeting. Discussion of the amendment must be allowed at the meeting. A quorum of 20% of the membership must be present at the meeting.

**ARTICLE XI - TERMINATION OF MEMBERSHIP**

The actions of each member can influence the opinion of landowners and others on which we depend. This can determine the viability of the organization. Therefore, the membership and all of the rights and privileges of any member can be terminated by the Board of Trustees for any action which it deems as counter to the best interest of the Harding Township – Green Village Bridle Path Association. The name of the person to be considered for termination of membership may be offered by any member including members of the Board of Trustees. The vote for termination must be approved by a majority of the entire Board of Trustees. This must be done at a meeting at which the general membership is allowed to attend. Vote may be in person or by a written proxy.

**ARTICLE XII - DISSOLUTION OF THE ORGANIZATION**

In the event that the organization ceases to function and dissolves itself, all assets, after obligations and expenses of the organization have been satisfied, shall be transferred only to organizations that have a similar purpose.