



FARRIER INDUSTRY ASSOCIATION **MISSION STATEMENT AND BYLAWS**



(REVISED October 2, 2009)

Updated July 14, 2016

MISSION STATEMENT

The mission of the Farrier Industry Association is to provide companies operating in the hoof care industry with programs and services which will strengthen and grow their businesses.

ARTICLE I **MEMBERSHIP**

Application for the privilege of membership shall be made to the Secretary, who has authority in granting membership. Rejected applications will be reviewed by the Board of Directors.

Membership is open to companies and organizations whose primary activity is the provision of products, supplies, services and/or equipment relating directly to the equine industry.

The categories for membership shall be:

- (1) **REGULAR MEMBER** – Regular members shall be those companies whose activity is the manufacture or sale of supplies, equipment, or other products relating to horseshoeing or hoofcare and are eligible and have applied for membership and have paid dues as prescribed in Article II of the Bylaws.
- (2) **ASSOCIATE MEMBER** – Associate members may be accepted any time by paying dues. Associate Members may not hold office and do not have voting privileges.
- (3) **HONORARY MEMBER** – Honorary members may be any person, company or organization nominated by a member in good standing and approved by the Board of Directors. Honorary Members may or may not be currently employed in the Farrier Industry, but have served the Farrier Industry as a salesperson, business owner or company representative. Honorary members shall have no voting privileges, pay no dues and may not hold office.
- (4) **SUSTAINING MEMBERS** – Sustaining members shall be those persons, companies or organizations who have given exemplary financial assistance or other support to the Association, membership as a sustaining member shall be approved by the Board of Directors. Sustaining members shall have no voting privileges, pay no dues and may not hold office.
- (5) The Board of Directors reserves the right to not accept the membership of any applicant deemed ineligible as per the bylaws or whose membership they deem will not be in the best interest of the Association.

Any Member may have his/her membership terminated for cause after a showing to the satisfaction of a majority of the Board of Directors present and voting that such member is guilty of conduct which would tend to bring the reputation of the Association into disrepute.

No vote to terminate the membership of any member of the Association shall take place until such time as the subject member has had an opportunity to present reasons to the Board of Directors why his/her membership should not be terminated.

The decision of the Board of Directors is totally within the Board's sound discretion and is final and non-appealable.

ARTICLE II **DUES**

- (1) The amount for membership dues shall be set by the Board of Directors
- (2) **RENEWING MEMBERSHIPS** – Dues for renewing memberships shall be due and payable by January 1. Invoices for dues shall be mailed by the Secretary prior to December 1. Membership for renewing members shall cease on January 31 if dues are not paid in full by that time. Renewing memberships not paid by January 31 will be treated as new members as in Article II, Section 3, and reapplication for membership must be made.
- (3) **NEW MEMBERSHIPS** – Membership shall begin as soon as dues have been paid in full and acceptance has been acknowledged by the Association. Dues received prior to July 1 will be at the full rate. Dues received after July 1 will be at one half (1/2) the full rate.
- (4) The expiration date of all memberships shall be January 1 except as noted in Article II, Section 2.

ARTICLE III **FINANCES**

- (1) The elected Officers are responsible for maintaining a balanced budget with the resources of the Association.
- (2) The President shall submit a proposed budget to the Board of Directors within 60 days of the beginning of the new fiscal year for Board approval. The Board of Directors upon approval shall authorize the Treasurer to make timely disbursements within the approved limits of that budget. The Board of Directors must approve expenditures that will exceed the approved budget limits.
- (3) The Secretary is authorized to establish and maintain a petty cash fund of not more than three hundred dollars (\$300.00) to cover incidental expenses. Accounting for this fund shall be made to the Treasurer at the Treasurer's request.

(4) Records of the funds of the Association shall be maintained and kept by the Treasurer. A statement of the financial condition of the Association shall be maintained by the Treasurer on a monthly basis and shall be present to the Board at their request.

(5) The fiscal year end of the Association shall be December 31. A year-end statement of the financial condition of the Association shall be submitted to the Board of Directors no later than 15 days prior to the annual Association general membership meeting.

(6) All accounts will be audited by the Board of Directors at least once a year or as otherwise specified.

ARTICLE IV

OFFICERS AND DIRECTORS

(1) The officers of the Association shall be the President, the Vice President, the Secretary and the Treasurer. Officers shall be elected by the membership in accordance with the Bylaws.

(2) The Board of Directors shall consist of the Officers of the Association, Immediate Past President and four additional members of the Association elected by the membership in accordance with the Bylaws.

(3) All Officers and Directors must be regular members in good standing and must serve on at least one FIA Committee.

(4) A National Delegate may be appointed by the Board of Directors to attend, represent and act in the best interest of the Association in place of the President at meetings of the Board of Directors of the American Farriers Association. The National Delegate must be a regular member of the Association.

ARTICLE V

POWERS AND DUTIES OF OFFICERS AND BOARD OF DIRECTORS

(1) **PRESIDENT** – Subject to the will of the Board, it shall be the duty of the President to preside at all meetings of the Association and of the Board of Directors, to appoint appropriate committees and to perform such functions as may be necessary to efficiently conduct the affairs of the Association. The President or his appointed delegate will attend the meeting of the American Farrier's Association Board of Directors as directed by the Board of Directors of the Farrier Industry Association.

(2) **VICE PRESIDENT** – It shall be the duty of the Vice President to attend all meetings of the Association and of the Board of Directors. In the absence of the President, or in his inability to serve, the Vice President shall assume the duties described above.

(3) SECRETARY – It shall be the duty of the Secretary to attend all meetings of the Association and the Board of Directors and to keep a record of the proceedings thereof. The Secretary is responsible for collecting reports from the officers and committee chairpersons and transmitting these reports as well as the meeting agenda to the Board of Directors at least thirty (30) days prior to any meeting. The Secretary shall receive all applications for membership and related dues. The Secretary shall verify eligibility for membership with the Board of Directors. After recording the accepted memberships, the Secretary shall forward the dues to the Treasurer.

(4) TREASURER – It shall be the duty of the Treasurer to attend all meetings of the Association and the Board of Directors and to make timely disbursements as directed by the Board of Directors. The Treasurer shall keep and maintain all financial records of the Association as specified in the Bylaws.

(5) BOARD OF DIRECTORS – It shall be the duty of each Director to attend all meetings of the Association and the Board of Directors and acting in the best interest of the Association to participate in the management of the Association. The Board of Directors may fill any vacancies in any of the offices of the Association including vacancies on their own Board. Such appointees shall hold office for the unexpired term. The Board of Directors may, in the temporary absence of an Officer, appoint a suitable person to temporarily act as such, with all the powers conferred upon such officer.

(6) Removal of a member from the Board of Directors may be initiated by petition of 1/3 of the members of the general membership.

ARTICLE VI **TERMS OF OFFICE**

(1) The President, Secretary and two (2) Directors shall be elected for a term of two (2) years by no later than June 30 of each even numbered year.

(2) The Vice-President, Treasurer and two (2) Directors shall be elected for a term of two (2) years by no later than June 30 on each odd numbered year..

Officers and Directors shall assume duties 30 days after an election.

(3) Vacancies in Office shall be filled as per Article V, Section 5.

ARTICLE VII **BONDING**

All Officers and Directors deemed by the Board of Directors necessary to be bonded shall be bonded in the amount approved by the Board of Directors. The cost of the bonds shall be paid with Association funds.

ARTICLE VIII **MEETINGS**

(1) As an individual chapter of the AFA, the Association may establish the frequency of chapter business meetings and may schedule “short course” seminars, workshops and field days at the discretion of the President or the Board of Directors. Such chapter activities shall not bind the AFA by a contract or agreement, nor will the AFA be responsible for any debt or contract entered into by this chapter.

(2) The President may call special general membership meetings as he deems necessary at any time. The Secretary shall issue such a call by notification sent to all members by regular mail at least thirty (30) days in advance of such meeting. The notification shall specify the date, time, place and purpose of such meeting.

(3) The President may call meetings of the Board of Directors as he deems necessary at any time. In addition, a meeting of the Board of Directors may be called by a majority of the Directors. In either case, the Secretary shall issue such a call by notification sent to all Directors by regular mail at least thirty (30) days in advance of such meeting. The notification shall specify the date, time, place and purpose of such meeting. Exception: Special Board meetings may be conducted by telephone or other electronic media provided all Directors are given at least five (5) days notice and a quorum is assembled to conduct business. Such a meeting may also be held at any time when all Directors can be assembled and can agree to waive the five-(5) day notice.

(4) An annual meeting of the membership will be hold for the purpose of the election of Officers and for any other legal business.

(5) A meeting of the membership may be called by any member eligible to vote by submitting to the President or the Board of Directors a written request for this meeting signed by two thirds (2/3) of the voting membership. The date, time and place of such a meeting to be specified in the request. The date shall be no less than 30 days after delivery to the President or Board of Directors. The President or the Board of Directors shall call such a meeting at the specified date, time and place.

ARTICLE IX **QUORUM**

(1) A majority of the Board of Directors required to constitute a full Board shall constitute a quorum for meetings of the Board of Directors.

(2) At any meeting of the members of the Association, a quorum for the transaction of business shall consist of not less than twenty-five percent (25%) of the members entitled to vote in person, by absentee ballot or by proxy.

ARTICLE X **VOTING**

- (1) Only Regular Members in good standing are entitled to vote and shall have one vote. Each company or organization who is a regular member shall designate and make known to the Secretary one person from that company or organization to cast that company's or organization's one vote.
- (2) Absentee ballots may be used to record a vote on a specific issue under discussion. Votes by absentee ballot must be on an absentee ballot form approved by the Board of Directors and eligibility must be verified by the Secretary.
- (3) Voting by proxy on a proxy form approved by the Board of Directors will be allowed in any voting that may legally take place provided eligibility of the proxy is verified by the Secretary.
- (4) The President shall refrain from voting except in the case of a tie.

ARTICLE XI **ELECTIONS**

- (1) The President shall appoint a Chairman of the Nominations and Election Committee, such appointment to be approved by the Board of Directors.
- (2) The Chairman of the Nominations and Election Committee shall choose the other members of this committee from the regular membership.
- (3) The Nominations and Election Committee shall present a slate of candidates for election, as well as other duly nominated candidates, in writing to the voting membership prior to the election.
- (4) A candidate shall be deemed to be duly nominated when his/her name has been submitted by a voting member and seconded by another voting member to the Nominations and Election committee either in person or in writing.
- (5) Nominations for any office must be made prior to the meeting at which elections for that office will be held.
- (6) Elections will be held at the annual meeting.
- (7) Any Officer or Director wishing to run for office other than re-election must first resign their present position to enter their name into nomination for election.

ARTICLE XII **AMENDMENTS**

The Bylaws may be amended in the following manner:

- (1) Amendments may be proposed only by members eligible to vote as specified in the Bylaws. Amendments must be submitted in writing to either the President or the Board of Directors who must cause them to be presented for discussion at the special or regular meeting of the Board of Directors in progress, or if there is no meeting in progress, at the next special or regular meeting of the Board of Directors.
- (2) A two-thirds (2/3) majority of the Board of Directors eligible to vote shall be required to amend the Bylaws.

ARTICLE XIII **STANDARDS OF CONDUCT**

Being a member of the Association is a singular honor. All members shall subscribe to a code of conduct in their relationships with each other, the horseshoer, the horseman and others associated with the farrier industry.

By accepting membership, the member agrees to perform service to the highest standard of honor and dignity and to adhere to the Association's Code of Ethics. This Code is the foundation of the Farrier Industry Association and is as follows:

- (1) Members shall not compromise their personal and professional ethics in any way that will be detrimental to the health of the industry.
- (2) Members shall work continually to improve the quality of service and products they make available to the public and fellow members.
- (3) Members shall observe and respect all civil laws and shall uphold the honor and dignity of the industry by striving to conduct an honest and competent business.
- (4) Members shall participate in activities and organizations which promote the growth and health of the industry.

All those involved in the Farrier Industry may expect adherence to this Code of Ethics from any member of the Farrier Industry Association. Members who fail to perform to these standards may be disciplined by the Farrier Industry Association.