

**BY-LAWS of the WISCONSIN PONY OF THE AMERICAS CLUB, INC.**  
**Revised and approved 2014**

**ARTICLE 1**  
**TITLE, LOCATION, AFFILIATION AND PURPOSE**

- A. The name of the corporation shall be the WISCONSIN PONY OF THE AMERICAS CLUB, INC. (herein after, the “Club”)
- B. The Resident Agent and permanent address of the Club shall be:
- Wisconsin Pony of the Americas Club, Inc.  
c/o Judy Katzenberger  
5893 Highway 186  
Vesper, WI 54489
- C. The Club is affiliated with the Pony of the Americas Club, Inc., Indianapolis, Indiana (hereinafter, the “POAC, Inc.”).
- D. The purposes of the Club shall be:
1. To cooperate and aid the programs and functions of the POAC, Inc.
  2. To promote and stimulate interest in the POA breed in the state of Wisconsin.
  3. To promote proper and humane treatment for all horses and ponies in the state of Wisconsin.
  4. To promote youth leadership and responsibility.
  5. To maintain the integrity of the breed as one predicated upon color and height requirements and primarily bred for youth.
  6. To promote and participate in any proper and legal activity which may insure the success of the Club and its programs.
  7. To govern all futurities sponsored by the Club, regardless of location.
  - 8.
- E. The period of existence of the Club shall be perpetual. Should dissolution become necessary, the Club shall have a final membership meeting to determine by majority vote how to dispose of assets.

**ARTICLE 2**  
**MEMBERSHIP**

- A. Any person with a Wisconsin membership who is willing to abide by the Constitution and By-laws of the Club is eligible for one of the following memberships:
1. Family membership: Immediate family members including spouse and any minor children, 18 years of age and under as of January 1 of that year, living in the household of the member.
  2. Individual membership: single adults, 18 years of age and over.
  3. Junior membership: Minor (18 years and younger) who are not included in a family membership.
- B. Club dues shall be established by the membership at the annual meeting for the ensuing year.
1. The membership dues shall be paid on application for membership.
  2. Annual dues shall be postmarked by March 1 to coincide with the POAC, Inc.
  3. Membership will be suspended for non-payment of dues, effective March 15.

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4. Any member suspended for non-payment of dues shall have their membership restored immediately upon payment of said dues.
5. Dues paid by new members after October 1 shall be credited for the ensuing year.
- C. All money received from membership fees and annual dues will be used for breed advertisements, expenses of state shows and sales, breed promotion work, and other work in connection with the purposes of this club.
- D. Privileges for all active members and their families include the following:
  1. Eligible to participate as a rider, driver, handler, owner, lessee, agent or trainer at any Club activity.
    - a. Youth 18 years of age (as of January of the current year) and under may exhibit in any class unless specified for adults only.
    - b. Adults may exhibit on in halter classes, including in-hand trail, longe line, and hunter in hand, driving classes and any other class designated as 19 & Over or Junior Pony Futurity Classic (JPFC).
  2. Eligible to qualify for state points and earn year-end awards.
  3. Eligible for membership in a local chapter, determined by the county in which the member lives. See Article VI.
  4. If the owner/exhibitor is a child not participating through a family membership, that child shall be required to obtain a Junior Membership before he/she may be eligible to participate.
- E. Privileges for adult active members shall be as follows:
  1. All the privileges listed in Article II.D.
  2. Eligible to conduct registry business.
  3. Eligible to hold State and/or Chapter office after membership of six (6) months.
  4. Eligible to be on committees and/or act as committee chairman immediately upon membership.
  5. Each membership has (1) vote. For example, a family membership only gets one even if there are two adults participating from that family.
- F. Memberships are non-transferable.
- G. There shall be no proxy voting at any general membership meeting.
- H. Those members abusing or misusing their privileges of membership may have their membership revoked by the Board of Directors.
  1. "Abusing or misusing" is defined as taking any action that goes against the purposes of the Club as defined in Article 1 and/or violating any laws of the State of Wisconsin or the United States of America in any way that directly or indirectly harms the Club and/or its members.

**ARTICLE III**  
**MEETINGS OF MEMBERS**

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- A. The Annual meeting of the members of this Club shall be held during November each year, at the time and place designated by the Board of Directors. This meeting shall have the election of officers.
- B. There shall be a meeting in February, in conjunction with the Awards Banquet, and a mid-year meeting in June after the conclusion of a Saturday show. These meetings shall have the same format as the Annual Meeting, with the exception of election of officers.
- C. Notice of the Annual meeting and regular meetings shall be published in the WPOAC Newsletter or on [www.wpoac.org](http://www.wpoac.org) stating the time, place, and purpose of said meetings. The publication shall include the anticipated agenda. Notice shall be given 30 days prior to the date of the meeting.
- D. All meetings shall be run according to Roberts Rules of Order unless otherwise specified in these Bylaws.
- E. At all meetings, the members shall transact such business as may come before them.
  - 1. The order of business for meetings shall be:
    - a. Call to Order.
    - b. Reading, correcting, and approving the minutes of previous meeting, and the previous meeting of the Board of Directors, if any.
    - c. Treasurer's report.
    - d. Reports of the Officers, Directors, and Committees.
    - e. Old business.
    - f. New business.
    - g. Election of officers at the Annual meeting.
    - h. Adjournment.
  - 2. In order for any final decision to be made on an item falling under "new business", the item must have been included in the agenda published with the original notice of the meeting.
    - a. Any member can contact the president and request an item be placed on the agenda.
    - b. The president may not deny any member his/her request under this Article.
  - 3. If an item of new business is brought up for the first time at the meeting, discussion of the item may occur, but final decision on the item must not come before proper notice is given in the Club's publications.
    - a. This provision is to allow the entire membership to have the notice and input into all the Club's decisions and to prevent exclusion based on attendance of a meeting.
- F. Special Meetings:
  - 1. Special meetings of the Club may be called by the President upon written notice of the membership mailed at least ten (10) days prior to such special meetings, stating

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the purpose and items to be considered. No items may be considered that are not included in the call of the meeting.

2. Special meetings may also be called by the President upon written demand of at least ten (10) active members and within twenty-one (21) days of receipt of such request and after due notice as in Section III.F.1.

**ARTICLE IV**

**BOARD OF DIRECTORS**

- A. The Board of Directors shall consist of the state president, vice-president, immediate past president, secretary, treasurer, the chapter presidents, and two elected directors-at-large.
- B. The Board of Directors shall have the following duties:
  1. Appoint replacement officers to fill vacancies.
  2. Revoke memberships as they deem necessary.
  3. Audit the records of the Club, and specifically the Treasurer, at least once per year.
  4. Manage the affairs of the Club and carry out its purposes.
  5. Make sure all officers are fulfilling the duties of the office as laid out in Article V.
- C. Election for the Board of Directors shall occur for the president, vice-president, secretary, treasurer, and directors at large. Chapter presidents shall be elected by their own chapters, in accordance with the rules of the chapter. The immediate past president shall remain such for two years, until the election of another president.
- D. The term of office of each elected Director shall be for two years. Elections shall alternate with the president, secretary, and one director at large being elected in even years, and the vice president, treasurer, and second director at large being elected in odd years.
- E. In the event of a vacancy before the end of a term, other than the president, the vacancy or vacancies shall be filled by appointment through a two thirds (2/3) vote of the Board of Directors at a special meeting called for this purpose. Notice of such meeting to the general membership shall occur no later than 30 days after the meeting. A Director appointed in such manner shall be subject to election at the Annual meeting in the year of his/her appointment.
- F. No Director shall be elected for more than two consecutive terms. Any term served by appointment shall not be considered under this section.
- G. No Director shall receive any compensation for services as a director. Directors may be reimbursed for expenses authorized by the Board of Directors. Such authorization must be obtained prior to incurring the expense.

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**ARTICLE V**  
**OFFICERS**

- A. The officers of the Club shall be a president, vice-president, secretary, and treasurer. These officers shall be elected at the Annual meeting as described in Article IV.
- B. The President shall:
1. Preside at all meetings of the Club and at meetings of the Board of Directors.
  2. Ensure that all meetings run smoothly and according to Roberts Rules of Order.
  3. Provide the agenda and notice of any meetings to the Publication Committee for publication.
  4. Appoint all special and standing committees subject to Board approval.
  5. Conduct the business of the Club.
  6. Be an ex-officio member of all committees.
- C. The Vice President shall:
1. Perform duties assigned by the President.
  2. Act in the place of the President in the event of the President's absence or inability to act.
  3. Maintain an inventory of items owned by the Club.
  4. Be in charge of Club advertising.
  5. Coordinate the February and November meeting locations.
- D. The Secretary shall:
1. Keep the minutes of all meetings.
  2. Provide a copy of the minutes to the members in charge of the newsletter and the website for proper publication.
  3. Ensure publication of the minutes within 30 days of each meeting on the website and in the next newsletter publication.
  4. Receive all membership applications and forward the dues to the Treasurer for deposit.
  5. Maintain a membership directory.
  6. Keep and safeguard the records of the Club.
  7. Issue notice of all calls to the directors and members.
- E. The Treasurer shall:
1. Tack charge of all the cash and assets of the Club and deposit the same in a bank account authorized by the Board.
  2. Deposit each month, at a minimum, any monies that have been paid into the Club.
  3. Keep an accurate record of all the receipts and disbursements of the Club and give a report thereof when called upon to do so be the President or Board of Directors.
  4. Give a report of the Club's assets and financial standing at the Annual meeting.
  5. Present the annual financial report to the Board of Directors thirty (30) days prior to the Annual meeting for an audit.

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- F. In the event of a vacancy of the office of President by reason of death, resignation, or any other cause, the Vice-President shall fill this vacancy pursuant to Article V.C.2. In the event of the vacancy of the offices of Vice-President, Secretary, or Treasurer, said vacancy shall be filled pursuant to Article IV.E.

**ARTICLE VI**  
**CHAPTERS**

- A. State chapters shall be wholly owned subsidiaries of the State Club.
- B. Only the Wisconsin State POAC, Inc. can charter a state chapter in Wisconsin.
- C. Each chapter shall use substantially the same By-Laws of the state Club. No chapter may adopt a By-Law that conflicts with any State By-Law.
- D. Chapters are responsible for their own debts.
- E. In the event of bankruptcy or failure of operation of a chapter, the assets of the chapter must revert to the State Club.
- F. Chapters are defined as follows:
1. Northern – Kewaunee, Door, Brown, Outagamie, Waupaca, Portage, Wood, Jackson, Trempealeau, Buffalo, Pepin, Eau Claire, Clark, Marathon, Shawano, Oconto, Menominee, Langlade, Lincoln, Taylor, Chippewa, Dunn, Pierce, St. Croix, Polk, Baron, Rusk, Price, Oneida, Forest, Marinette, Florence, Vilas, Iron, Ashland, Sawyer, Washburn, Burnett, Douglas, Bayfield, Ashland.
  2. Southern - Kenosha, Racine, Walworth, Rock, Green, Lafayette, Grant, Iowa, Dane, Jefferson, Waukesha, Milwaukee, Ozaukee, Washington, Dodge, Columbia, Sauk, Richland, Crawford, Vernon, La Crosse, Monroe, Juneau, Adams, Waushara, Marquette, Green Lake, Winnebago, Calumet, Fond du Lac, Sheboygan, Manitowoc.
- G. Any member of a non-functioning chapter may organize with other members of the chapter to re-establish the chapter.
- H. Any chapter re-established as described in Article VI.G. shall be recognized by the state Club.

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- I. Any member of a functioning chapter may organize with other members of the chapters and petition the state Club for a new chapter to be created.

**ARTICLE VII**  
**COMMITTEES**

- A. A committee may be created at any meeting to address any business as the Club may require.
- B. Such creation shall be by the president, pursuant to Article V.B.3. The president may appoint the committee chair or one may volunteer.
- C. There shall be no limit on the number of committees or the length of time served on a committee for any active member. Only active members with voting rights may serve on any committee.
- D. Standing committees and their duties shall be as follows.
1. Publication Committee
    - a. Includes the website and the newsletter.
    - b. Duties shall be as stated in Article IX.
  2. Show Committee
    - a. Includes all the Show Chairs and members of the Futurity and Maturity Committees.
    - b. Publish and distribute “A Guide to Running a POA Show in Wisconsin”.
    - c. Coordinate the selection and hiring of judges.
    - d. Coordinate the selection and reservation of show grounds.
    - e. Decide on show dates and provide those to the Publication Committee.
    - f. Perform any duties required by the POAC, Inc. to get shows approved.
  3. Futurity Committee
    - a. Includes the Halter and Performance Futurities for all exhibitors.
    - b. Provide entry forms for the Wisconsin Futurities for publication.
    - c. Review annually the Futurity Rules and publish them with the entry forms.
    - d. Receive any entries and the monies thereof.
    - e. Coordinate any fundraising efforts to supplement the payouts.
    - f. Coordinate with the Show and Maturity Committees for the planning of the Futurity show.
    - g. Tabulate the Futurity placings and provide that, along with the money to be distributed, to the Treasurer for payout.
    - h. Compile a report of the entries and payouts to be published and distributed to the membership by the Publication Committee.
  4. Maturity Committee
    - a. Includes the Halter and Performance Maturities for all exhibitors.
    - b. Provide entry forms for the Wisconsin Maturities for publication.
    - c. Review annually the Maturity Rules and publish them with the entry forms.

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- d. Receive any entries and the monies thereof.
  - e. Coordinate any fundraising efforts to supplement the payouts.
  - f. Coordinate with the Show and Futurity Committees for the planning of the Maturity show.
  - g. Tabulate the Maturity placings and provide that, along with the money to be distributed, to the Treasurer for payout.
  - h. Compile a report of the entries and payouts to be published and distributed to the membership by the Publication Committee.
5. By-Laws Committee
- a. Perform an annual review of the by-laws.
  - b. Propose any changes to the by-laws.
  - c. Ensure publication of the by-laws and any proposed changes.
  - d. Solicit opinions from the general membership about possible changes to the by-laws.
  - e. Review the POAC, Inc. by-laws for any changes that may be applicable to the state by-laws.

**ARTICLE VIII**  
**YOUTH COMMITTEE**

- A. There shall be a Youth Committee for the purpose of allowing the youth in the Club to have a voice and make recommendations to the general membership.
- B. The Youth Committee shall consist of all of the youth who either have a junior membership or are part of a family membership.
- C. The governing body of the Youth Committee shall be the Queen, King, Youth Princess, Youth Prince, Tiny Tot Princess, and Tiny Tot Prince. Collectively these shall be known as the WPOAC Royalty.
  - 1. Any requirements of the WPOAC Royalty shall be decided at the Annual Meeting.
  - 2. Either the Queen or King, by mutual agreement shall be responsible for providing monthly news reports to the POAC, Inc. magazine.
  - 3. Selection of Royalty shall be done through an application and interview process to be published on the website and in the newsletter. Interviews shall take place during the Saturday of the February meeting. Announcement of Royalty shall take place at the Awards Banquet.
  - 4. It is not necessary to have all Royalty positions filled at all times.
  - 5. WPOAC Royalty shall be entitled to a free stall at the Futurity show in August.
- D. The Youth Committee shall be entitled to coordinate their own fundraisers to help pay for activities for the youth. Such activities may take place at any time.



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- E. The Youth Committee shall have an Advisor who is an active member of the general membership. The Advisor shall bring recommendations of the Youth Committee to the general membership so the youth may have input in the running of the Club.
- F. The Youth Committee may make recommendations to the general membership on any matter of importance to the Youth. The general membership shall not disregard these recommendations without consideration but are also not required to follow them.

**ARTICLE IX**  
**MEMBERSHIP PUBLICATIONS**

- A. The Wisconsin Pony of the Americas Club, Inc. shall publish a newsletter and a website for the purpose of distributing information about the Club and its activities.
- B. The Publication Committee shall have the following duties:
  - 1. The creation and distribution of the newsletter.
  - 2. The creation and maintenance of a website at [www.wpoac.org](http://www.wpoac.org) or [www.wpoac.com](http://www.wpoac.com).
    - a. Maintenance of the website includes ensuring any fees for the publication or domain name usage are paid and updates to the website are made as soon as new information is available, or at least once every 3 months.
  - 3. Maintenance of records related to the yearly and monthly cost of the publication and distribution of the newsletter and website for report at the Annual meeting.
- C. The number of newsletters shall be determined by a majority vote of the membership at the Annual meeting.
- D. Members of the Publication Committee shall be reimbursed for any costs associated with the publication and distribution of the newsletter and website.
- E. Members of the Publication Committee may be compensated for the time spent on the publication, distribution, and maintenance of the newsletter and website. Any such compensation shall be determined by majority vote of the membership at the Annual meeting.

**ARTICLE X**  
**MEMBERS LIABILITY**

- A. The private property of the members of the Club shall not be liable for its debts or obligations.

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- B. The Club shall not be civilly or criminally liable for the actions of the individual members unless those actions are done at the direction of the membership. Such direction is determined by a majority vote.

**ARTICLE XI**  
**REVISION OF THE BY-LAWS AND RULES**

- A. The By-Laws shall be reviewed by the By-Law Committee on an annual basis.
- B. Any changes to the foregoing By-Laws shall be done in the following manner:
1. The Committee shall present any recommended changes and additions to the general membership through publication on the website and in the newsletter no later than 30 days prior to the February meeting. A separate mailing of the recommended changes in the By-Laws may be required.
  2. Said recommendations shall also be distributed and read at the February meeting.
  3. The membership shall make any modifications to the recommendations at this meeting, which shall then be published on the website and in the newsletter. A separate mailing of the proposed changes in the By-Laws may be required.
  4. The final reading of the proposed changes shall be done at the June meeting. At this time, the membership may vote on the final proposed changes. If substantial additional changes are made at this meeting it may be necessary to publish the new proposals a third time.
  5. No final vote on By-Laws amendments or additions shall be made without at least two publications and two readings of the proposed changes.
  6. After proper publication, the proposed changes may be adopted with a two-thirds vote of the membership present. There must be at least 25% of the current membership present in order to vote in person at the meeting. If 25% of the membership is not present, mailed ballots shall be required.
- C. It shall be the responsibility of the By-Laws Committee Chair to provide the proposed changes to the Publication Committee in time for the proper notice. If the required notice does not coincide with a newsletter mailing, it shall be the responsibility of the Chair to mail out a separate notice of the proposed changes.
- D. Any changes in the By-Laws shall go into effect as soon as is practicable, dependent on the individual clause.
- E. No By-Law may be adopted that conflicts with the Articles of Incorporation of this Club.