



2018

Proposed Bylaw Changes



Saskatchewan Horse Federation
Governance Committee

No.	Existing Bylaw	Proposed Change	Rationale
2.1.3	To provide liaison with Equine Canada , similar provincial equine councils, Coaching Association of Canada, Horse Welfare Alliance of Canada , and with any other related national body as may exist for the conduct of sport, recreation and horse industry initiatives in Canada.	To provide liaison with Equestrian Canada (EC) , similar provincial equine councils, Coaching Association of Canada (CAC), and with any other related body as may exist for the conduct of sport, recreation and horse industry initiatives in Canada.	Recognizes the name change of the National Sport Organization and updates terminology.
2.1.5	To develop and deliver programs and projects as appropriate to advance the needs and interests of the memberships.	To develop and deliver programs and services as appropriate to advance the needs and interests of the memberships.	Update wording to be more definitive.
3.3	New membership applications shall be approved by the Board of Directors of The Federation at their regular meetings.	Clubs and Sustaining Membership applications shall be approved by the Board of Directors of The Federation at their regular meetings.	Clarification that Clubs and Sustaining memberships are approved, not individual memberships.
3.5.1	This distinct status is for members selected for their special contributions and achievements in the Equestrian and (or) horse activities in the province. Honorary Life Members will have their annual membership fee born by The Federation and the will have Individual Member voting privileges.	This distinct status is for members selected for their special contributions and achievements in the Equestrian and/or horse activities in the province. Honorary Life Members will have their annual membership fee born by The Federation and they will have Individual Member voting privileges	Improve consistency. Spelling correction.
3.5.2	Honorary Members will at all times be subject to the provisions of Article 5, Revocation Membership.	Honorary Life Members will, at all times, be subject to the provisions of Article 5, Revocation Membership.	Clarification.
6.1	Directors of the Board shall be elected by the members of the Federation at the annual meeting of the Federation. The Board of Directors shall be comprised of a maximum of thirteen (13) persons (not including the Past President) and a minimum of 11, each holding a valid Individual	Directors of the Board shall be elected by the members of the Federation at the annual meeting of the Federation. The Board of Directors shall be comprised of a maximum of thirteen (13) persons (not including the Past President) and a minimum of 11, (not including the Past President)	Added for clarity and continuity.

	Membership with the Federation.	each holding a valid Individual Membership with the Federation.	
6.3	Twelve directors shall be elected for a two-year term. A Director may serve a maximum of four consecutive two year terms. Terms will be staggered to all continuity for Board membership.	Twelve directors shall be elected for a three-year term. A Director may serve a maximum of three consecutive three-year terms. Terms will be staggered to allow continuity for Board membership.	Permits directors to grow in their Board rolls and understand operations before re-election is required. Spelling correction.
6.4.1	In completing the Director-at-Large term, the individual shall be eligible for nomination to serve a two-year term.	In completing the Director-at-Large term, the individual shall be eligible for nomination to serve a three-year term.	Aligns with proposed change in 6.3.
6.6	In completing a two year term of a resigned Director, the individual shall, upon completion of the previous Director's term of office, be eligible for nomination as a new Director and have the ability to meet the specifications of 6.4.	In completing a three-year term of a resigned Director, the individual shall, upon completion of the previous Director's term of office, be eligible for nomination as a new Director and have the ability to meet the specifications of 6.4.	Aligns with proposed change in 6.3.
6.9.1	The position of Honorary Director will be to provide continuity and/or expertise in the areas relevant to the objectives of the Federation.	The position of Honorary Director will be to provide continuity and/or expertise in the areas relevant to the objectives of the Federation. The Board may appoint a maximum of two Honorary Directors for any three-year term.	Added as a limit to the number of Honorary Directors.
6.9.3		The Board may choose not to appoint an Honorary Director.	New. For clarification.
6.10	The Saskatchewan delegate(s) to a national affiliate body of The Federation shall be elected annually, or as required by the Directors of The Federation, at their first meeting following the elections at the Annual Meeting or as soon thereafter as is conveniently possible.	The Saskatchewan delegate(s) to Equestrian Canada shall be elected annually, or as required by the Directors of The Federation, at their first meeting following the elections at the Annual Meeting or as soon thereafter as is conveniently possible.	

6.12.2	In the case of criminal or administrative action or proceeding that is enforced by a monetary penalty, he/she hah reasonable grounds for believing that his/her conduct was lawful.	In the case of criminal or administrative action or proceeding that is enforced by a monetary penalty, he/she had reasonable grounds for believing that his/her conduct was lawful.	Spelling correction.
8.1	<u>President</u> – The President shall be the Chief Executive Officer of The Federation and shall preside at all meetings of The Federation, the Board of Directors and the Executive Committee. He or she shall conduct meetings in accordance with the rules of procedure established by the Board of Directors. He or she shall ensure that the decision of The Federation, the Board of Directors and the Executive Committee are carried into effect.	<u>President</u> – The President shall be the Chair of the Board of Directors and shall preside at all meetings of The Federation, the Board of Directors and the Executive Committee. He or she shall conduct meetings in accordance with the rules of procedure established by the Board of Directors. He or she shall ensure that the decision of The Federation, the Board of Directors and the Executive Committee are carried into effect.	Clarifies President’s role.
8.4	<u>Vice-President(s)</u> – All Vice-Presidents serve on the Executive Committee. In the absence of the President, the President-Elect will act in his or her place. Specific responsibilities shall be assigned and designated to each of the four Vice-Presidents:	<u>Vice-President(s)</u> – All Vice-Presidents serve on the Executive Committee. Specific responsibilities shall be assigned and designated to each of the four Vice-Presidents:	Removed.
8.4.1	<u>Vice-President Finance</u> – shall be appointed as Federation Treasurer, and shall have custody of all funds of The Federation and shall be responsible for their safe-keeping and proper disbursement. The Vice-President Finance shall prepare budgets in a form and of any kind as required from time to time and as directed by the Board of Directors. The VP Finance will chair the Finance Committee:	<u>Vice-President Finance</u> – shall be appointed as Federation Treasurer, and shall have custody of all funds of The Federation and shall be responsible for their safe-keeping and proper disbursement. The Vice-President Finance shall work with the Executive Director to prepare budgets in a form and of any kind as required from time to time and as directed by the Board of Directors. The	Clearly reflects the current operational structure.

		VP Finance will chair the Finance Committee:	
8.4.3	<u>Vice-President Industry</u> – shall be responsible for developing opportunities in industry initiatives and to liaison with industry partners such as the Western College of Veterinary Medicine, Equine Health and Welfare Committee, Farm Animal Council of Saskatchewan, SSPCA, SAHF, Government bodies and any other related agency.	<u>Vice-President Industry</u> – shall be responsible for developing opportunities in industry initiatives and to liaison with any related bodies as may exist for the benefit of the horse industry or equine health and welfare.	Permits a proactive relationship development as need or opportunity may present.
9.2	The Executive Committee shall, during those times of the year when the Board of Directors is not in session, have the same power as the Board and shall by its actions and decisions bind the Board until it next meets.	The Executive Committee shall, during those times of the year when the Board of Directors is not in session, have the same power as the Board and shall by its actions and decisions bind the Board.	Deletion for clarity.
9.6		The President, or in his or her absence, the Vice-President, will act as Chair of the Executive Committee Meetings.	New, to provide clarification.
10.3	10.2 The Executive Director shall report directly to the President, President-Elect, and Vice-President of Finance, who shall comprise the Management Committee of the Executive Committee of the Board of Directors..... 10.3 The Executive Director shall be a member of the Executive Committee, but shall not have voting privileges. He/she shall attend all meetings of The Federation and shall maintain liaison with the membership.	10.2 The Executive Director shall report directly to the President, President-Elect, and Vice-President of Finance, who shall comprise the Management Committee of the Executive Committee of the Board of Directors. 10.3 The Executive Director shall be a member of the Executive Committee, but shall not have voting privileges. He/she shall attend all meetings of The Federation and shall maintain liaison with the membership.	Addition of a single space between 10.2 and 10.3 for continuity of layout.
11.5.1	In the event there are insufficient names to fill the vacancies on the Board,	In the event that there are insufficient nominations to fill the three-year-term vacancies	Revised. Clarification.

	Individual Members who are present at the Annual Meeting and who assent may be nominated by an Individual Member at the meeting.	on the Board, the Board of Directors shall operate with fewer directors until such time as an appointment can be made to meet the minimum requirements as outlined in 6.1.	Clarification on process.
12.2	Voting for the Board of Directors shall be ballot.	Voting for the Board of Directors shall be by ballot.	Correction.
12.2.1		At the conclusion of election of new Directors to the Board, the President shall call for a motion to destroy ballots.	New. Clarification of ballot handling after the Annual Meeting.
12.4	In the event of a tie vote, the President, via secret ballot, shall cast the single deciding ballot.	In the event of a tie vote, the Scrutineer shall use the President's single, pre-cast secret ballot, as the deciding ballot.	To maintain the integrity and intent of Secret Ballot voting, a precast secret ballot is used to break ties.
13.1.1		Special General Meetings of Members of the Federation may be called by the Board at any time with 30 days written notice to members.	New. Clarifies the Boards responsibility if a Special General Meeting is necessary.
13.1.2		Special General Meetings of Members of the Federation must be called by the Board within 30 days after receiving a written request from two thirds of the eligible voting members.	New. Clarifies the responsibility of the Board if a Special General Meeting request is received from a specific number of members.
13.1.3		A quorum of members is considered those present at a meeting of members, regardless of the number of persons actually present at the meeting.	New Addition. Establishes what constitutes quorum in a manner that reflects the Not-for-Profit Corporations Act, 1995 – 129(1) .
13.1.4		If quorum is present at the opening of a meeting of members, the members present may proceed with the business of the meeting, notwithstanding that a quorum is not present throughout the meeting.	New Addition. Clarifies that the business of the meeting may continue to be conducted if quorum is not present throughout the meeting. Reflects the Not-for-Profit Corporations Act, 1995 – 129(2)
13.3.1	The Board of Directors shall meet a minimum of five times each year for the purpose of	The Board of Directors shall meet a minimum of five times each year for the purpose of	Punctuation correction.

	establishing policies relating to the purpose and work of the Federation and for the dispatch of business related thereto , One of these meetings shall be held immediately before and another immediately after the Annual Meeting.	establishing policies relating to the purpose and work of the Federation and for the dispatch of business related thereto . One of these meetings shall be held immediately before and another immediately after the Annual Meeting.	
13.3.2	In addition to the minimum of four “in person” meetings , meetings of the Board of Directors may be held via teleconference communications or video conference system.	In addition, meetings of the Board of Directors may be held via teleconference communications or video conference system.	Removed to provide clarity of intent of the Bylaw.
13.3.3	At the discretion of the President, Board members may be allowed to join ‘in person’ meetings via conference call for the purposes of presentation of reports and information pertinent to the meeting. Board members not present at the meeting are not considered part of the quorum and shall therefore not be entitled to a vote.	At the discretion of the President, Board members may be allowed to join ‘in person’ meetings via video or teleconference for the purposes of presentation of reports and information pertinent to the meeting.	Changed to reflect the nature of communication mechanisms now used to conduct business of the Board and to reflect that members present via video or teleconference can be considered in establishing quorum and in recorded voting.
14.1	At the annual meeting of the Federation, all valid senior (18 years of age at the time of the AGM) individual members have the right to one vote.	At the annual or special general meetings of the members of the Federation, all valid senior (18 years of age or older at the time of the AGM) individual members have the right to one vote.	Clarification.
14.1.1		Voting at the Annual General Meeting of members of the Federation shall be by ballot.	New. Clarification on the manner of voting.
14.1.2		Majority vote at the Annual General Meeting of members of the Federation is considered 50% + 1 of the members present at the meeting.	New. Clarification.
16	COMMITTEES AND REGUALTIONS:	COMMITTEES AND REGULATIONS:	Spelling correction.

16.2	Committees are encourages to reach consensus on decision and each committee member shall be entitled to one vote. The President shall be an ex-officio member of all committees but shall have voting privileges on Board Committees only. The Executive Director shall be an ex-officio member of all committees except the Nominating Committee and shall have no voting privileges.	Committees are encouraged to reach consensus on decisions and each committee member shall be entitled to one vote. The President shall be an ex-officio member of all committees but shall have voting privileges on Board Committees only. The Executive Director shall be an ex-officio member of all committees except the Nominating Committee and shall have no voting privileges.	Spelling correction.
16.4	16.4 Terms of Reference for all committees of The Federation will be developed by the Governance Committee, in consultation with the respective committees. Board approved Terms of Reference will be maintained in policy documents.	16.4 Terms of Reference for all committees of The Federation will be developed by the Governance Committee, in consultation with the respective committees. Board approved Terms of Reference will be maintained in policy documents.	Spacing correction between Bylaw number and sentence.
18.1	The Board of Directors shall in each and every year, appoint an auditor who shall audit the accounts and financial records of the Federation, and shall present his report at the Annual Meeting of The Federation for inspection and passage by the membership of The Federation. The remuneration shall be fixed by the Board of Directors.	The Board of Directors shall in each and every year, appoint an auditor who shall audit the accounts and financial records of the Federation, and shall provide the Audit to the VP of Finance for Presentation at the Annual Meeting of The Federation for inspection and passage by the membership of The Federation. The remuneration shall be fixed by the Board of Directors.	Enables presentation of the audit even if the auditor is not able to attend the AGM.
20.1	The head office of the Federation shall be located at 1734 Elphinstone Street, Regina Saskatchewan, unless the Executive Committee rules otherwise.	The head office of the Federation shall be located at 300 - 1734 Elphinstone Street, Regina Saskatchewan, unless the Executive Committee rules otherwise.	Unit number added for clarity.
22.1	Amendments to the Constitution may be made at the Annual General Meeting of The Federation by a two-thirds majority vote of all	Amendments to the Constitution may be made at the Annual General Meeting of The Federation by a two-thirds majority vote of all	Clarification of the process.

	members present, provided written notice is given by the mover of the amendment to all members of The Federation at least 14 days before the amendment is presented at the Annual General Meeting.	members present, provided written notice is given by the mover of the amendment to the Resolutions Committee by January 3. Board-approved motions will be circulated to all members of The Federation at least 21 days before the amendment is presented at the Annual General Meeting.	
23.1	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 The Federation.	The Board of Directors shall have authority to make such by-laws and policies as may be necessary to implement the Constitution effectively and not inconsistent with it to ensure the smooth functioning of The Federation.	Word clarification.
23.2	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 Board of Directors shall have authority to take such action as it deems necessary and shall report such action at the next Annual Meeting of The Federation within whose jurisdiction final responsibility for the Constitution rests.		No change. Inclusion for reference purposes only as 23.3 below refers to this bylaw.
23.3	Any actions taken pursuant to paragraph (2) above shall be deemed to be effective and binding on The Federation until such time as the decision is, by a majority vote of the members , specifically impugned.	Any actions taken pursuant to paragraph (2) above shall be deemed to be effective and binding on The Federation until such time as the decision is, by a two-thirds majority vote of all members present, specifically impugned.	Clarification and alignment with definition of majority voting in other bylaws.

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