

Reddington Rock Riding Club Inc.  
Club Constitution



Effective April 2022

April 13, 2022

# Reddington Rock Riding Club Inc. Club Constitution

## ARTICLE I - Name

The name of this Organization shall be Reddington Rock Riding Club, Inc.

## ARTICLE II – Purpose & Mission

It shall be the purpose of the club to encourage and promote the sport of trail riding by the following and any other methods deemed advisable:

- a) The holding of trail rides and equine related functions in a safe, family-oriented environment
- b) Maintaining of the bridle trails in the area
- c) To sponsor functions pertaining to equine activities, including equine camping, trail riding, training and educational events and all-around general horsemanship.

In addition to our general purpose, our Mission is to preserve, protect and improve the equine trail system located in and around Shenipsit State Forest, Stafford/Somers CT. We are dedicated to come together to support the environment for all ages of riders to enjoy.

## ARTICLE III – Membership Requirements

Any person, owning or leasing an equine, who is interested in equine activities, participating in and supporting the purpose and mission of Reddington Rock Riding Club, may apply as a Member. Members are eligible to participate in all Club activities and meetings. Members are eligible to vote, hold office or rent a lot. To apply as a Member, the applicant must submit a completed application including membership fee to the Club's Vice President/Membership Committee. The applicant will be contacted by a person on the membership committee to review their application and find out the applicant's specific interests in joining our Club. Once approved by the Membership Committee, the applicant will be presented to the organization at a monthly club meeting and be welcomed in the next issue of the published Trail Rider.

Any person who does not own or lease an equine but is interested in equine activities, participating in and supporting the activities, purpose and mission of Reddington Rock Riding Club, may apply as a Supporting Member. Supporting members are eligible to participate in all Club activities and meetings. Supporting members are not eligible to vote, hold office or rent a lot. To apply as a supporting member, the applicant must submit a completed application including membership fee to the Club's Vice President/Membership Committee. The applicant will be contacted by a person on the Membership Committee to review their application and find out the applicant's specific interests in joining our Club. Once approved by the Membership Committee, the applicant will be presented to the organization at a monthly club meeting and be welcomed in the next issue of the published Trail Rider.

Should the Membership Committee have concerns about accepting an applicant, those concerns will be brought to the Board of Directors for discussion and approval, prior to accepting the new member. In the event the Club rejects the applicant's application for membership, all fees will be returned to said applicant.

All accepted new members are subject to a one-year probation period. During this one-year period, the new member is required to support the club's purpose and mission by volunteering ten (10) hours and attend two functions. Volunteer hours may consist of but are not limited to: co-hosting an event, attending meetings, participating on committees, assisting with an event, participating in club activities (i.e.: camp cleanup and fundraising events). Once the one-year probation period is met, the member is eligible to hold an officer position.

To encourage more hands-on participation, all members will be responsible for working ten (10) hours each year to support the club's purpose and mission or pay up to \$100 (or \$10.00 /hour for each hour not worked.) Hours may include but are not limited to:

- Running or helping at an organized function
- Time spent working on a board or committee
- Mowing/maintenance/grounds keeping
- Making phone calls, helping with mail, writing an article for the Trail Rider

Exceptions:

- Honorary members
- Members who live 100+ miles away
- Hardship requests (on an individual basis and decided on by the Board of Directors)

Hours will be documented in three ways:

1. If hours worked occur during a club event, the club member is responsible for getting the chairperson for said committee to sign up for individual hours worked during a function. Then the chairperson will hand the hours to the "keeper of hours." Example: John Doe helped 3 hours at chicken BBQ.
2. Members may write in the sign in book what hours they worked during their stay at camp. Example: Jane Doe weed whacked the pavilion and stone walls for 2 hours. The "keeper of hours" will be responsible to check the sign in book.
3. If hours are administrative in nature, such as writing an article for the Trail Rider or participating on a board or committee, each member is responsible for logging hours worked and providing the "keeper of hours" with those hours.

Note: working on your own lot is not included as work hours.

The "keeper of hours" will be a designated member of the Board of Directors and will be voted on each year by the Board of Directors at the first meeting of the year.

All hours will be tallied by December 31<sup>st</sup> each year and members will be notified of any unworked hours. Any member that has not paid unworked hours will not be able to renew their membership until it is paid in

full.

A member must be at least eighteen (18) years old as of January 1<sup>st</sup> to be eligible for a camp lot.

All members are required to sign a Hold Harmless/Liability Waiver Form annually.

Guests, after participation in three scheduled riding events, are required to join and pay membership fees. Guests who do not own or lease an equine, after participation in three functions or events, are required to join and pay the supporting membership fees.

#### ARTICLE IV - Membership Defined

- a.) Family membership w/ equines– two (2) legally joined adults, residing in the same household, with or without children under eighteen (18) years of age as of January 1<sup>st</sup> each year. (This would include civil unions, domestic partners, husband/wife, etc.) Each adult (age 18 or older) receives one vote.
- b.) Single membership w/equines – Any single person aged 18 or older, with or without children, as of January 1<sup>st</sup> will be entitled to one vote.
- c.) Honorary membership – member must be voted in by the general membership. No dues are required to be paid and no voting privileges are granted.
- d.) Family supporting membership (no equines) – two (2) legally joined adults, residing in the same household, with or without children under eighteen (18) years of age as of January 1<sup>st</sup> each year. (This would include civil unions, domestic partners, husband/wife, etc.) Dues are required each year. No voting privileges are granted.
- e.) Single supporting membership (no equines) – Any single person aged eighteen (18) or older, with or without children, as of January 1<sup>st</sup>. Dues are required each year. No voting privileges are granted.

#### ARTICLE V – Membership Dues/Donations

Membership dues are required to be paid on or before the March meeting. If payment is not received membership will automatically be cancelled. See Exhibit – A - Dues and other costs.

No refunds will be given should a member cancel his/her membership during the current year.

Anyone joining the club after October 1<sup>st</sup> will pay half of the annual dues.

Recommended guest donation for use of Club facilities – See Exhibit A - Dues and other costs.

#### ARTICLE VI – Officers

The officers of the Club shall be: President, Vice President, Secretary, Treasurer, Historian, Camp Director and five (5) Directors (representing the Board of Directors). The election of Officers will take place at the November meeting and will be installed at the December meeting. An individual may only hold one office at a time.

## ARTICLE VII – Duties of Officers

- Section 1: The President shall preside at all meetings of the club. The President shall issue calls for regular or special meetings and shall perform other duties as may be assigned by the Board of Directors. The President oversees and coordinates the work of other officers.
- Section 2: The Vice President shall, in the absence or inability of the President, exercise the customary duties and powers of the President. The Vice President shall be Chairman of the Membership Committee, which will consist of a minimum of three (3) members to be appointed on a yearly basis.
- Section 3: The Secretary shall record the minutes of the meetings and shall keep such correspondence and records, including maintaining updates/revisions to the Constitution and By-Laws, by working directly with the Board of Directors.
- Section 4: The Treasurer shall collect all monies due to the club, which the Treasurer shall deposit in the name of the Club. The Treasurer shall designate an assistant annually, subject to the approval of membership. The Treasurer shall make a full report covering the financial condition of the club at each meeting. The Assistant Treasurer or other Officer shall be responsible to present any financial report in the Treasurer's absence. An annual accounting will be submitted at the first Board meeting of the new year recapping the prior year transactions. The Board of Directors shall examine the Treasurer's report prior to the March Meeting.
- Section 5: The Historian shall keep a complete file or scrapbook of all new items pertaining to the club and/or events of the club. The Historian shall prepare and present a report at the annual meeting of all the organized rides and events of the club for the past year.
- Section 6: The Camp Director shall have charge of the camp property and buildings, supervise work sessions, and with prior approval of the membership, make major improvements. The Camp Director will be chairman of the Camp Committee consisting of seven (7) members. The Camp Committee is empowered to enforce all Camp Rules and will be responsible for improvement and maintenance of the club property. All decisions of the Camp Committee regarding camp usage is subject to approval by the President and Board of Directors.

## ARTICLE VIII – Directors

The Board of Directors shall consist of five (5) members and have in its charge the general management of the affairs of the club. Four (4) Directors will serve four (4) one-year terms with the retiring President automatically filling the yearly vacancy. In the event there is not a retiring President, or if the retiring President declines to serve, the vacancy will be filled by the Board, recommending a past president or member in good standing subject to club approval. The fifth director (Director at Large) will be elected from the membership for a one-year term. The Board shall have the power to fill any vacancies, which may exist within its own body, subject to club approval.

The senior member of the Board of Directors will serve as the Chairman for the year. Each year the Chairman

will arrange for an annual examination of the Treasurer's report prior to the March meeting.

The Directors shall meet prior to the October meeting of the club and present a recommended slate of officers for the ensuing year. This slate will be posted in the monthly bulletin preceding the November meeting and will be voted upon at that meeting. The Board of Directors will serve on any long-range planning committees.

Should an opening occur on the Board of Directors and no past president is available to serve then a member in good standing voted on by the membership shall fulfill the term of the Director being replaced.

#### ARTICLE IX – Committees

The President shall be empowered to appoint any committees deemed essential. If trail rides or other organized activities are sponsored by the club, any committees appointed for this purpose shall be appointed by and be directly chargeable to the President, with the Treasurer of the club being responsible for funds handled by said committee. Any person, who chairs an event, shall submit a financial report on a form provided by the Treasurer.

#### ARTICLE X - Conflict of Interest

It is important that directors, officers, and committee members with delegated governing board authority of Reddington Rock Riding Club, Inc. be aware that both real and perceived conflicts of interest may occur in the course of conducting the affairs of the organization. The purpose of the organization's conflict of interest policy is to protect Reddington Rock Riding Club's tax-exempt status when it is considering or entering into a transaction or arrangement that might benefit the private interest of an officer, director or afore-mentioned committee member. The policy is intended to supplement but not replace any applicable federal or state laws governing conflict of interest applicable to nonprofit organizations.

Conflicts are undesirable because they potentially or eventually place a material financial interest known to the director, officer, or committee member with delegated authority ahead of Reddington Rock Riding Club's purpose, mission, and interest in maintaining its' tax-exempt status.

Each Officer, member of the Board of Directors and committee member has a duty of loyalty to the organization. This duty of loyalty generally requires a director, officer or committee member to prefer the interests of Reddington Rock Riding Club over his/her own interests or the interests of others. In addition, directors, officers and committee members with delegated authority of the Club shall avoid acts of self- dealing which may adversely affect the tax-exempt status of the Club or cause there to arise and sanction or penalty by a governmental authority.

In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the directors, officers and members of committees with delegated authority to consider the proposed transaction or arrangement.

If the Board of Directors has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure. If, after hearing the member's response and after making further investigation as warranted by the circumstances, the Board of Directors determines that the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

April 13, 2022

## ARTICLE XI – Meetings and Voting Procedures

Meetings shall be held each month at a place designated and published. The annual meeting of this club shall be held during the month of December. Special meetings may be called by the President or by the Board of Directors at any time during the year.

A quorum at a meeting of the Club shall consist of no less than five (5) voting members, voting in person. A quorum at a meeting of the Board of Directors shall consist of five (5) members of the Board, voting in person.

When, due to external reasons, meetings cannot be held in person, meetings may be conducted by some other method, such as virtually or by conference call. Voting on routine matters may be carried out at such meetings, providing the quorum requirement is met. However, voting on important matters such as election of officers and directors, budget approval, changes to constitution, dues and fees, etc. must be conducted by mail-in ballot or other means in which confidentiality can be maintained.

## ARTICLE XII – General Rules

At all times, members shall respect property and people, conduct themselves in a courteous manner and observe the following rules:

1. When riding, respect the rider immediately in front of you by leaving sufficient distance between equines. Respect any equine with red ribbon in their tail (equine kicks). (Stallions must have a yellow ribbon affixed to tail.)
2. An equine must be tied securely, if left on the trail for any reason.
3. Do not canter or gallop past other riders without their knowledge. Do not gallop unless you are completely away from the group and do not run up upon another rider.
4. Pass word along of any danger or trouble. Warn the rider in front of you if you plan to pass.
5. The trail boss and assistants will be given full authority to accept or reject any equine or rider from a trail ride.
6. No bareback riding or bareback pads will be permitted on event trail rides. Proper tack must be used on event rides.
7. All riders must maintain control of their equine regardless of equine gender.
8. Riding double (2 on an equine) will not be permitted in parades.
9. Before any markers or ribbons are placed on private property, the Owner's permission must be obtained, and all must be removed immediately following the event.
10. All members and non-members must sign and file an annual hold harmless agreement. Everyone is

required to sign in and out on the attendance log each visit.

11. Chaperons over 18 years of age are required on overnight events.
12. Drinks taken on rides must be in metal or plastic containers. Glass containers are not permitted.
13. RRRC will not include alcoholic beverages in the cost of any event. However, members may bring their own. The abuse of alcohol or drugs will not be tolerated on camp property.
14. Floral arrangements will be sent only, in cases of lingering illness or death, of a club member.

Violation of general rules may result in corrective/disciplinary action.

### ARTICLE XIII – Camp Rules

1. Lots are available to all eligible RRRC members aged eighteen (18) or older, who own or lease an equine, as of January 1<sup>st</sup>. Eligible members wishing to lease a lot during the camp season may lease an available site through the Camp Director. If no lot is available, the name of the applicant will be placed on a waiting list. A current lot holder, however, will receive preference, if a lot change is requested.
2. To lease the same lot each year, payment must be received by the March meeting.
3. Members renting lots must own or lease an equine and actively use that lot with the equine at least twice each season. Any member who fails to utilize their lot with their equine at least twice per season will not be able to renew the rental the following season. In the event of unusual circumstances (E.g.: extended illness) that prevent the member from using the lot as required, the member may request a one-season exception. All requests should be made to the Camp Director.
4. There is no limit to periodic overnight camping of several days. However, extended stay overnight camping is limited to a period of fourteen (14) consecutive days to a maximum of two (2) periods per season.
5. The camp season typically runs from April 1<sup>st</sup> to November 30<sup>th</sup>, depending on weather conditions.
6. Members or guests camping temporarily in the field, may use clearly visible portable fencing approved for equines. Examples of such fencing are: panels, electric tape, etc. Metal wire is not allowed.
7. In order to preserve the general appearance of Camp Glazier, all lot holders must maintain his/her lot in a neat and orderly fashion. Scheduled cleanup dates for the grounds will be published in the Trail Rider. Noncompliant lot owners will receive notice and be given thirty (30) days to remedy. Continued disregard may result in lot privileges being revoked.
8. Members who wish to cut any trees on their lot must consult with the Camp Director. Prior to approving the tree cutting on any lot, the Camp Director must consult with and receive approval from the President



and Board of Directors. All debris must be disposed of in a designated area.

Members who wish to change the perimeter of the lot they rent must make a written proposal to the Camp Director, which shall include measurements, work required (cutting trees, installing fill, etc.,) a timeline, names of vendors as well as a diagram of the proposed outline of the lot. Prior to any modifications being made, the proposal will be posted in the Trail Rider prior to the meeting in which a vote is requested. The Camp Director will present the proposal to the membership at a regular meeting for a vote. For clarification, the Camp Director nor any Camp Committee Volunteer will have the authority to grant lot size changes without the vote of the general membership.

Members who wish to make lot improvements such as bringing in sand or gravel, removing stumps, rock, etc. must coordinate with the Camp Director and provide a proposed timeline and the name of any vendors. The Camp Director may make other members aware in the event others may be interested in having the same work done.

9. No building or structures will be allowed on any campsite. This does not apply to tent platforms, camper decks and secured canopies. Equine ties and corrals must be approved by the Camp Director. No wire is allowed.
10. All equipment, except tent platforms, camper decks, wooden picnic tables, equine corrals, or secured canopy frames must either be removed from the lot or secured in the corral (or by the wood pile), covered by a secure tarp, prior to November 30<sup>th</sup>.
11. Washing within seventy-five (75) feet of the well area and the spring is prohibited per requirements of the Health Department.
12. All trash must be kept in a secure container to prevent animal infestation and removed every three (3) days. All garbage must be removed, by the lot holder, when leaving camp. The trash bin is for use during club events only.
13. All corrals must be cleaned of manure daily and manure must be placed under tarp in designated area. Manure is not to be deposited into woods.
14. Pets are permitted within the confines of your lot. Pets must be on a short leash when walked. Owners will be responsible for cleaning up after their pets. All pets are excluded from the pavilion during meals, meetings and other club functions. If a pet becomes a nuisance or aggressive, the member will be asked to remove the animal. Any complaints should be made to the Camp Director or through the Problem Resolution Process.
15. Parking
  - a. Parking of cars, trucks, equine trailers, and motorcycles is restricted to designated areas and the general parking area (front field). No more than two (2) vehicles per lot will be permitted. Other vehicles may be parked in the general parking area (the front field).
  - b. Campers, trailers, or other vehicles too large for a lot are to be parked in the general parking area

(front field). Parking of vehicles and campers referenced in this clause is limited to a period of fourteen (14) consecutive days to a maximum of two (2) periods per season.

- c. All roadways and common areas must be clear for emergency vehicles at all times. This means that not only shall the roadway be kept clear but either side of the roadway must be clear enough to allow a large emergency vehicle to pass through. Vehicles and trailers that obstruct the roadways and common areas are subject to towing at owner's expense.
  - d. Motorcycles, bicycles, and ATVs owned by members must be parked in an area designated by the Camp Director. None shall be ridden on camp property for recreational purposes.
  - e. Members and guests parking on a lot rented by another member must obtain permission from that lot holder prior to parking on the lot.
16. Speed limit is five (5) miles per hour and will be strictly enforced.
  17. Use of the camp for other than club activities is prohibited unless approved by the membership.
  18. Disorderly and abusive conduct creating danger to animals or human safety will not be tolerated.
  19. No fires will be permitted except in fireplaces approved by the Camp Director. All fireplaces must have a noncombustible base. Firewood logs must be split and stacked a safe distance from a fireplace. Burning pallets is prohibited.
  20. No fire will be left unattended.
  21. No fireworks or weapons of any type are permitted on camp property.
  22. Riders shall walk their equines in the camp area. Equines are not allowed in the area of the pavilion and kitchen.
  23. Members will always be responsible for the conduct of their children and/or guests.
  24. Stalls may be leased. See fee schedule. Barn rules will be posted in the barn area and will be strictly enforced.
  25. No equine displaying signs of a contagious or infectious illness or has been exposed to either within the past fourteen (14) days shall be allowed on RRRC grounds or on an organized club ride. An equine purchased at a sale or auction will be prohibited from the grounds for a period of fourteen (14) days.
  26. All equines must have current health and vaccination records as mandated by the State of Connecticut. Documentation must be presented at each sponsored event. This applies to equines owned or leased by both members and guests.
  27. No unattended equine will be left in the ring, camp lot or tied to a trailer. Neither will an unattended equine be left overnight on a campsite. "Unattended equine" refers to an equine whose owner has

left the premises without designating someone to supervise and care for the equine.

28. Generators may be run up to six (6) hours per day other than quiet time. Quiet time is from 10:00 PM to 8:00 AM.
29. Motorcycles, bicycles, and ATVs owned by members must be parked in an area designated by the Camp Director. None shall be ridden on camp property for recreational purposes.

Finally, the Camp Committee is empowered to enforce the above Camp Rules and is responsible for improvements and maintenance of the club property.

#### ARTICLE XIV – Problem Resolution

It is the policy of the Club that disagreements and problems be resolved at the lowest level possible. However, the Club also recognizes that on occasion there are issues that need to be resolved at a higher level. In order to provide clear guidelines to all members, the following procedures shall be followed in resolving problems:

1. Minor disagreements or problems among or between Club members (such as interpersonal conflicts) should be addressed and resolved by the involved members. Such problems should not be brought to Club meetings or the Board of Directors.
2. Repeated violations of Club or Camp rules and repeated conduct issues require higher-level intervention. In addition, serious violations of Club or Camp rules or serious conduct issues also require higher-level intervention. Such problems should be referred to or addressed by the Vice President and Camp Director. The President, Vice President, and Camp Director are authorized to issue written corrective action notices to offenders. If warranted, two of the following four Officers are authorized to issue immediate suspension of a member: President, Vice President, Treasurer, and Camp Director.

Any member who has received three written correction notices in a rolling twelve (12) month period shall be immediately suspended for subsequent violations or conduct issues. Suspended members are not permitted to attend Club meetings or activities and are not permitted on Club property. The period of suspension shall be determined based on the nature of the offense(s) and/or incident(s).

3. When corrective action notices and/or suspension do not resolve a problem and there are additional violations, two of the four following officers may recommend termination of a member to the Board of Directors: President, Vice-President, Treasurer, and Camp Director.

Incidents of serious rule violations or serious conduct issues may warrant a recommendation of termination at the first offense. Two of the four following officers may recommend immediate termination of a member to the Board of Directors: President, Vice President, Treasurer, and Camp Director. Examples of such serious violations are but not limited to: physical altercation, putting others in danger (speeding, reckless riding), commission of a felony, conducting illegal activities on premises.

When termination of membership is submitted to the Board of Directors, the member(s) shall be

suspended until the Board of Directors reaches a decision. Suspended members are not permitted to attend Club meetings or activities and are not permitted on Club property. The Board of Directors has the authority to terminate membership. The Board of Directors shall make notification of termination of membership in writing.

4. A suspended or terminated member may appeal such a decision. The appeal must be made in writing and state the reason for the appeal. The appeal must be made within thirty (30) days of the date of suspension or termination. The Board of Directors shall respond in writing within forty-five (45) days of receipt of the written appeal.
5. Dues and lot rental fees will not be refunded to a member who has been suspended or terminate.

#### ARTICLE XV – Club Dissolution

In the event of dissolution of Reddington Rock Riding Club, all expenses and debts of the club must be paid, and any remaining assets and property will be donated to an appropriate nonprofit land management organization for the purposes of passive recreation to include equine activities. Non-property assets will be donated to a nonprofit organization or charitable cause. Dissolution requires the majority vote of all club members and be recommended by the Board of Directors.

## ARTICLE XVI – Amendments

This constitution may be added to, deleted or amended at any regular meeting of the club by a majority vote provided changes have been published at least 10 days prior to a scheduled meeting.

Dated:

November 1962

Revised 1967

Amended July 1992

Revised July 1994

Amended September 2000

Amended Article X September 2007

Amended Articles X & XI May 2009

Amended Articles II, III, and IV April 2010

Updated Fees March 2013

Rewrite 2017

Amended Articles III, IV, XIII – August 8, 2018

Rewrite 2019

Amended Articles III, IV, VII, VIII, XIII, XIV

Amended Articles XI, XIII August 2020

Amended Article XIII May 12, 2021

Amended Article III April 13, 2022

## Attachment A – Outline for Use of Camp Glazier for Non-RRRC Club Activities

- 1.) Any group wanting to use Camp Glazier, its grounds or facilities, must submit and present a written request to the general membership of RRRC at a regularly scheduled meeting of the club prior to the date for which the use is requested.
- 2.) Any group must also provide an insurance certificate from its agent to the President or Treasurer of RRRC, insuring RRRC, for up to the amount of \$1,000,000.00 against any and all liability arising from the group's use, or its individual members use, of the Camp Glazier Camp.
- 3.) Groups may use the kitchen facilities at the camp except for stove and propane grills.
- 4.) If the group's use of the grounds is fifty (50) or more people, the group must provide portable toilets for its own use.
- 5.) All grounds must be cleaned after use.
- 6.) No fee will be charged for use of the grounds by an outside organization, however, a group using or operating Camp Glazier will remain liable for any and all damages, including reasonable cleanup charges, done to Camp Glazier, its grounds or facilities during its use or operation.
- 7.) Group refers to any non-RRRC group or organization, regardless of whether an RRRC member is also a member or in any way affiliated with such group.
- 8.) RRRC Members may use Camp Glazier for family gatherings without the necessity of an insurance certificate. As a courtesy, members should notify the club at a regular meeting when they plan to use the grounds, especially for a large gathering.