

Michigan Sheriff's Mounted Association By-Laws

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ARTICLE I NAME OF ORGANIZATION

Section 1 The Organization shall be a non-profit organization known as the Michigan Sheriff's Mounted Association, hereinafter referred to as the MSMA.

ARTICLE II MISSION STATEMENT

It shall be the purpose of the Michigan Sheriff's Mounted Association, (MSMA) to tender assistance both directly and indirectly, to the State of Michigan. To assist the counties of Michigan, whenever called upon in Civil defense, disaster or whatever other assistance in law enforcement that may be requested.

The purpose of the MSMA is to further interest in horsemanship and Develop fellowship with those who share this interest. To train all interested members of the MSMA whenever possible. To have an association that have all been trained the same, and in many different areas. It is the intent of the MSMA to support the State of Michigan, when called upon by the Sheriffs of all counties, and not in any way replace of supplant the regular Deputies of the State of Michigan.

ARTICLE III MEMBERSHIP

Section 1 Membership in the MSMA shall be open to:

A. Any organized Sheriff's Mounted/Posse Division, or other horse Mounted units, in the State of Michigan in good standing with their respective Sheriff, or any current member group or individual in good standing with the MSMA.

1. Each Mounted/Posse Division shall have one delegate who shall represent their respective County and cast the Mounted/Posse's vote. In no instance shall any member County have more than one vote. Except in case of a tie, then all three (3) executive officers would cast(1) secret ballot each.

2. There shall be no absentee or proxy ballots.

B. Organized Sherriff's Mounted/ Posse Divisions in adjoining States.

Section 2 Individual Membership Status

A. Active: Individual members allowed to hold elective office, or be a member of the Board of Directors.

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- B. Life: Members who have been granted Life Membership and remain active within their respective County unit shall be considered Active members.
- C. Special: County Sheriffs, Undersheriffs and their respective Liaison Officer's.
- D. Honorary: Individual member who's County Mounted Posse Division has disbanded.

Section 3 Life Membership

- A. To be eligible for Life Membership an individual member must:
 - 1. Have been an active member of any member Mounted/Posse for a minimum often (10) years.
 - a. Must have a total of 15 events, from combination of Spring Pistol Shoot, Pony Express and Fall Camp Out.
 - b. Each application shall be considered separately.
 - 2. Have been active at the state level.
 - a. Must have a total of 15 events, from combination of Spring Pistol Shoot, Pony Express and Fall Camp Out.
 - b. Each application shall be considered separately.
 - 3. Be nominated by their member Mounted Posse.
 - a. Life Members may be nominated by the MSMA officers only when a nominee's County Mounted Posse Division has disbanded.
 - 4. Application for Life Membership shall be presented to the Board of Directors on the proper MSMA form (see attachments) at any regular Board meeting accompanied by a letter on the perspective counties stationary signed by the Captain/President and the department Liaison Officer (if member county has one).
 - 5. If approved by the MSMA, Life Membership shall be effective immediately.

Section 4 Associate Members

- 1. Must have blessing of government agency involved in police work.
- 2. May not hold office.
- 3. Shall have no voting rights.
- 4. Shall pay dues.
- 5. Can participate in meetings and functions.

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Section 5 Junior Members

1. Be a member in good standing of the MSMA member county.
2. MSMA County member identification such as a shirt, jacket, etc.
3. Have a riding helmet.
4. Riding type of footwear.
5. Ages 13-19.
6. Must go on the trail ride.
7. No stallions unless rider is 18 years of age or older.
8. Current negative coggins test.
9. One adult member of sponsoring Mounted unit with each junior member.
10. Horse qualification with own Mounted unit.

ARTICLE IV OFFICERS

Section 1

The MSMA officers shall consist of: A Commander, who shall hold the rank of Colonel; Executive Officer, who shall hold the rank of Lt.Colonel; Secretary/Treasurer who shall hold the rank of Major.

A. Elected Officers of the MSMA shall be:

1. Active Members
2. Elected at the November regular meeting.

B. Any elected Officer shall have the authority to call a special meeting

Section 2 The MSMA Commander shall:

- A. Preside at all regular business meetings.
- B. Exercise active, constructive leadership of the MSMA.
- C. Assume general supervision of the MSMA's affairs and activities.
- D. Perform all duties customary to the office, including the appointment of all non-elective committees.
- E. Act as liaison between the MSMA and any organization seeking membership in the MSMA.
- F. With the direction from the membership, act as a spokesperson for the MSMA.
- G. In the absence of the Secretary/Treasurer, issues checks for payment of any monies for outstanding debts of the MSMA.
- H. At the September regular meeting, appoint a three member nominating committee, none of whom shall be an elected officer.
- I. At the January meeting, appoint standing committees as required.
- J. Appoint committees of any number as required for the needs of the MSMA.

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- K. Assume Chair of the Board of Directors in the absence of both Board Officers, if not previously elected as Chair of the Board of Directors.
- L. Be a member ex-officio of all committees excepting the nominating committee.

Section 3 The MSMA Executive Officer Shall:

- A. Assume duties of the Commander in the absence of same.
- B. Assist the Commander in all official duties.
- C. Assist the Secretary/Treasurer as needed.
- D. Be a member ex-officio of all committees excepting nominating committee.

Section 4 The MSMA Secretary/Treasurer shall:

- A. Assume all duties of Executive Officer in the absence of same.
- B. Be responsible for clerical administration.
- C. Collect and receive all funds due the MSMA.
- D. Disburse funds as required in the normal business operations of the MSMA.
- E. Keep such funds on deposit in a banking institute of his/her choice with the approval of the Board of Directors.
- F. Make financial reports at regular meetings of the MSMA.
- G. Keep the MSMA minutes and records, including what property the MSMA owns.
- H. Process correspondence as received.
- I. Keep an accurate and up to date roster of the membership.
- J. Be a member ex-officio of all committees excepting nominating committee.

ARTICLE V BOARD OF DIRECTORS

Section 1 The Board of Directors shall:

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- A. Consist of up to thirteen members, ten elected Counties and the MSMA's elected officers, hereinafter referred to as The Board.
- B. Elect from their membership: a Chair, a Vice Chair and a Secretary, at the Board meeting in January.
- C. The MSMA Chair, Vice Chair, and Secretary may also hold the same office on the Board.
 - 1. It shall be the duty of the Chair to:
 - a. Conduct the meeting of The Board.
 - b. Appoint committees as required.
 - c. Report the actions of the board to the MSMA at the regular meetings of the MSMA.
 - 2. It shall be the duty of the Vice Chair to:
 - a. Assume duties of the Chair in the absence of same.
 - b. Assist the Chair as the Chair request.
 - 2. It shall be the duty of the Secretary of the Board to:
 - a. Record and report minutes of the Board meetings.
 - b. Maintain a record of all Board meetings.
 - c. Assist the Chair as the Chair request.
- D. Normally meet one hour prior to all regular meetings.

ARTICLE VI AMENDMENTS

Section 1 The following procedures shall be followed in amending the By-Laws

- A. The County proposing the change must present the change in writing to the Board.
- B. The Board shall review the proposal and present their recommendation to the MSMA at the next regular meeting following the date submitted.
 - 1. The proposal shall be mailed with the minutes of the regular meeting at which present.
- C. The MSMA shall vote on the proposal at the regular meeting following the mailings. The change must be approved by the plurality of those present.
- D. Voting shall be by secret ballot.

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1. There shall not be more than one vote per county, except in case of a tie, then all three (3) executive officer's shall cast one (1) secret ballot each.
- E. The change shall become effective immediately upon approval.
- F. The Secretary/Treasurer shall notify all County Representatives of the change via the minutes of the regular meeting.
- G. The Board shall issue at the January meeting any portion of the bylaws amended in the previous calendar year.
- H. All pages of the by-laws and attachments shall be dated per issue of revision.

ARTICLE VII DISCIPLINARY ACTION

Section 1 Any individual or county member may be subject to disciplinary action for the following reasons:

- A. Neglect of duty.
- B. Gross inefficiency.
- C. Misconduct.
- D. Violation of any part of these by-laws.

Section 2 Any change shall be:

- A. In writing and signed
- B. The charge must include a full account of offense charged and must include supporting evidence, if any.
- C. The charge shall be presented to the Board at the next meeting following the filing of the charge.

Section 3 The Board shall:

- A. Consider the charge and evidence presented.
- B. If further investigation is deemed necessary the Board shall:
 1. Assemble a three (3) member committee, appointed by the presiding Officer, who shall make a full and impartial investigation of the incident and report back, in writing to a closed meeting of the Board.
 - a. The MSMA Executive Officer shall appoint said committee if the presiding Officer is charged.

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2. Review the written report and hear testimony from the accused.
3. Report, in writing, the findings to the MSMA at the next regular meeting with a recommendation for sustaining or acquitting the charge.

Section 4 The MSMA shall vote by secret ballot to either sustain the charge or acquit the charge by plurality of the members present.

- A. If acquitted, the charge shall be removed from record.
- B. If sustained:
 1. The Board shall determine and recommend for MSMA's approval, the proper disciplinary action which shall include one or more of them following.
 - a. Removal from office
 - b. Suspension
 - c. Probation
 - d. Expulsion
 2. The Board shall notify, in writing the respective County Sheriff if the member County is disciplined.

Section 5 Any person or County making a frivolous or false charge with malicious intent, may have disciplinary action against them by the Board.

- A. The board shall recommend to MSMA, disciplinary action, if any to be taken.

ARTICLE VIII MSMA EVENTS

Section 1 Regular meetings, special meetings

- A. Shall be conducted under proper business meeting procedure.
 1. Pledge of allegiance shall be said prior to start of each meeting.
- B. Shall be held

January	Second Saturday
March	First Saturday
May	Second Saturday (Pony Express host)
June	Sunday morning of Pony Express weekend
August	Second Saturday
September	Saturday night of Fall Camp Out weekend
November	First Saturday

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- C. The day/date of any future meeting may be changed by plurality of the counties present at the present meeting, preceding the proposed date change.
- D. If host county doesn't have map at meeting prior to the one they are hosting, meeting shall be held in Osceola County. County would have choice ahead of time to either change with another county or notify secretary three (3) months in advance. Meeting shall then be changed to the next county in line.
 - 1. County not having map available, or making other arrangements ahead of time, shall be charged \$100.00 for Osceola hosting.
- E. Meeting sites shall normally be selected in alpha order of the MSMA membership rolls excepting May, June and September.
 - 1. Dues must be current to host meeting. If not current, meeting shall go to the next county in line, providing their dues are current.
- F. Special meetings may be called by any of the elected officers or plurality of the voting membership.
 - 1. The Secretary/Treasurer shall notify each member County via mail a minimum of fourteen (14) days prior to the date of the special meeting.
- G. All member counties should designate a delegate to represent their county and make reasonable effort to attend all regular meetings and participate in all MSMA functions.

Section 2 Spring Shoot

- A. Shall be the first Saturday following Easter.
- B. The host county for the shoot should be determined no later than the January meeting, but can be voted on any time before the January meeting if the body chooses to do so.
- C. Host County shall follow procedures as set forth in the Rules and Guidelines for the Spring Shoot.

Section 3 Pony Express

- A. Shall be held each year on the second Saturday of June.
- B. Host County should be determined no later than the January meeting, but can be voted on any time before the January meeting if the body chooses to do so.

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- C. Proposed recipient must be in by the January meeting, and must include article and picture, with copies for all counties. Information should be taken back to your county for review and then voted on at the March meeting. The only exception would be if only one (1) recipient is turned in by January.
- D. The host county shall follow the procedures as set forth in the Rules and guidelines for the Pony Express.
- E. Activities shall include the mail carry, parade, horse show, training session and the regular June meeting.
- F. Parade: See Article XII

Section 4 Fall Camp Out

- A. Shall be held in September and shall rotate from the first weekend following Labor Day to the second weekend following Labor Day, to the third weekend, back to the first weekend following Labor Day.
- B. Host County should be determined no later than the March regular meeting, but can be voted on any time before the March meeting if the body chooses to do so.
- C. Host County shall follow the procedures as set forth in the Rules and Guidelines for the Fall Camp Out.
- D. Activities shall include a trail ride, horse show, training session, shoot, and the regular September meeting.
 - 1. The trail ride should be no more than two (2) hours long.

ARTICLE IX UNIFORMS

Section 1 MSMA members uniforms shall be that designated by their County and shall be worn:

- A. By elected officers at all MSMA regular meetings.
- B. By all attendees at all regular meeting with June and September as optional.
 - 1. Exception to A and B above would be if a temporary physical condition of an individual member prevented that individual from wearing his/her

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designated County uniform.

- C. By all riders in the Pony Express mail carry and Parade.
 - 1. Parade shall be class A if county has them.
 - 2. Mail carry may be fatigues.

- D. By Life Members at Parades and Mail carry only.

ARTICLE X COMMITTEES

Section 1 The MSMA Commander shall appoint the following committees at the January meeting.

- A. Horse Show
 - 1. To aid the host County with the horse shows held in conjunction with Pony Express and Fall Camp Out.

- B. Shooting
 - 1. To aid the host County with the Spring Shoot and the shoot held in conjunction with the Fall Camp Out.

ARTICLE XI ELECTION OF OFFICERS AND BOARD OF DIRECTORS

Section 1 Election of Officers and Board of Directors

- A. An election shall be held at the regular November meeting.

- B. Nominees for officers shall be presented by the Nomination Committee as one slate of candidates at the November meeting.
 - 1. Nominees shall be active in both their respective County Mounted/Posse Division and MSMA functions.
 - 2. Each position (Commander, Executive Officer, Secretary/Treasurer) in that order, shall be conducted as an individual election.
 - 3. Nominations from the floor shall be open prior to each seat being filled.
 - 4. Any candidate, not elected for an office may be nominated from the floor for the next lower office.
 - 5. All officers shall be elected by secret ballot.
 - 6. There shall not be absentee or proxy ballots.
 - 7. An officer shall be considered elected with a plurality of votes cast.

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- C. All elected officers shall be elected for a term of one (1) year or until the regular meeting in January if elected to fill a vacant office.
- D. Officers shall assume their elected office at the regular business meeting in January following their election or immediately if elected to fill a vacant office.
- E. The number of consecutive terms an officer may serve shall not be limited.
- F. Nominees for the Board of Directors shall be presented by the Nominating Committee at the November meeting.
 - 1. Attendance record of present year shall be provided prior to elections.
 - 2. Nominees shall be active in both their respective County Mounted/Posse Division and MSMA functions.
 - a. Five County members shall be elected in November each year for a term of two (2) years and shall assume their position at the January regular meeting unless elected to fill a vacancy.
 - 3. Nominations from the floor shall be open prior to casting of ballots.
 - 4. An elected officer's County may be nominated for a position on the Board.
 - a. There shall not be otherwise a duplicate of Counties on them Board.
 - b. In no instance shall there be more than one vote per county, except in case of a tie, then all three (3) executive officer's would cast one (1) secret ballot each.
 - 5. All voting shall be by secret ballot.
 - 6. There shall be no absentee or proxy ballots.
 - 7. The Board shall assume their elected duties at the board meeting in January.
 - a. The number of terms a member of the Board may serve may not be limited.

ARTICLE XII PARADES

Section 1 Parades of the MSMA shall remain in proper formation beginning with the time of departure from the staging area until arrival at the dismissal area.

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- A. Formation shall be two by two.
- B. Riders may leave formation temporarily to allow person (s) on foot to take custody of flags/pennants.
 - 1. Riders must obtain permission from the host County prior to parade staging.
 - 2. These riders shall return immediately to their parade formation.
 - 3. An unseen event to an animal/rider shall be the only valid reason for that rider and as many riders as necessary to assist (for each sickness/injury) to leave the parade formation.
 - 4. Non-uniformed personnel shall not ride in, or at the same time, or the same routes as any mail carry or parade.
 - 5. Only the host County shall be allowed to have a buggy in parade if they desire for the recipient.
 - A. Only one (1) US flag shall be carried in the front by the officer

ARTICLE XIII DUES

Section 1 Dues paid by each Member County:

- A. Shall be collected annually
- B. Shall be fifty (50) dollars per county, and (1) dollar for each active member of the county.
 - 1. Sheriffs, Undersheriffs, Liaison Officers and Life members of MSMA don't pay dues.
 - 2. Dues shall be paid on or before the March meeting to be allowed to participate in any MSMA function.