

FORMAL REQUEST FOR ADOPTION OF BOOK 1 — BYLAWS

Back Country Horsemen of Idaho

To: BCHI Board of Directors and Convention Delegates

From: BCHI Governance Review Committee

Date: _____

Subject: Replacement of the Existing BCHI Bylaws with Book 1 — Bylaws

The BCHI Governance Review Committee formally requests that the Back Country Horsemen of Idaho adopt Book 1 — Bylaws as the complete replacement for the existing BCHI Bylaws.

Purpose

Book 1 establishes BCHI's fundamental governing structure, including:

1. BCHI's name, purposes, and organizational authority.
2. Chapter affiliation and membership.
3. Convention and delegate authority.
4. The Board of Directors.
5. Officers, elections, terms, vacancies, and removal.
6. National Director positions.
7. Financial oversight and fiduciary responsibilities.
8. Conflicts of interest and indemnification.
9. Electronic meetings and voting.
10. Amendment, merger, and dissolution requirements.
11. The relationship between BCHI and the separate BCHI Foundation.
12. The authority and hierarchy of BCHI's other governance books.

Book 1 is intended to serve as BCHI's controlling internal governance document, subject to applicable law and BCHI's Articles of Incorporation.

Requested Action by the Board of Directors

The Governance Review Committee requests that the BCHI Board of Directors:

1. Complete its review of Book 1.
2. Confirm that the proposed document is ready for presentation to the chapters and convention delegates.
3. Direct the Secretary to distribute Book 1 with the notice required under the existing Bylaws.
4. Place adoption of Book 1 on the agenda for the BCHI Annual Convention.
5. Recommend adoption of Book 1 by the duly certified convention delegates.

Board review and recommendation do not constitute final adoption. Final authority to replace the existing Bylaws rests with the duly certified convention delegates.

Proposed Delegate Resolution

Resolved, that the duly certified delegates of the Back Country Horsemen of Idaho hereby adopt Book 1 — Bylaws as the complete replacement for all previously adopted BCHI bylaws and other governing provisions of equivalent authority.

Further resolved, that Book 1 shall become effective on ____April 15, 2027_____, unless the delegates establish another effective date.

Further resolved, that all previous BCHI Bylaws shall cease to have effect on the effective date of Book 1.

Further resolved, that the BCHI Secretary shall certify Book 1, record its adoption and effective dates, publish a clean official copy, and archive the previous Bylaws under the designation “SUPERSEDED — NOT CURRENT.”

Further resolved, that any existing BCHI policy, procedure, form, or prior action that is consistent with Book 1 shall remain in effect until properly amended or repealed. Any inconsistent subordinate provision shall be corrected or replaced under the authority established in Book 1.

Voting Requirement

Adoption must comply with the notice, quorum, and voting requirements contained in the existing BCHI Bylaws, which remain controlling until Book 1 becomes effective.

Adoption of Book 1 as the replacement Bylaws requires a two-thirds vote of the duly certified delegates present and voting, provided that a quorum is established.

Certification of Adoption

Document: Book 1 — Bylaws

Date adopted: _____

Effective date: _____

Delegates present and voting: _____

Votes in favor: _____

Votes against: _____

Abstentions: _____

Certified by:

Convention Chair

Date

BCHI Secretary

Date

FORMAL REQUEST FOR ADOPTION OF BOOK 2 — RULES OF ORDER

Back Country Horsemen of Idaho

To: BCHI Board of Directors and Convention Delegates

From: BCHI Governance Review Committee

Date: _____

Subject: Adoption of Book 2 — Rules of Order

The BCHI Governance Review Committee formally requests that the Back Country Horsemen of Idaho adopt Book 2 — Rules of Order as the official rules governing BCHI meetings, delegate proceedings, elections, voting, and parliamentary operations.

Purpose

Book 2 implements and supports the authority established in Book 1 — Bylaws. It provides consistent procedures for:

- Annual and special conventions.
- Certification, seating, and replacement of delegates.
- Meeting notices and agendas.
- Establishing a quorum.
- Making and considering motions.
- Debate and parliamentary procedure.
- Voting requirements and vote-counting methods.
- Officer and National Director elections.
- Electronic meetings and electronic voting.
- Minutes, records, and certification of convention actions.
- Suspension and amendment of the Rules of Order.
- Matters not specifically addressed in the Bylaws or Rules of Order.

Book 2 is subordinate to Book 1. If a provision of Book 2 conflicts with Book 1, Book 1 controls.

Requested Action by the Board of Directors

The Governance Review Committee requests that the BCHI Board of Directors:

Complete its review of Book 2.

Confirm that Book 2 is consistent with Book 1.

Confirm that the proposed document is ready for presentation to the chapters and convention delegates.

Direct the Secretary to distribute Book 2 with the required convention materials.

Place adoption of Book 2 on the agenda for the BCHI Annual Convention.

Recommend adoption of Book 2 by the duly certified convention delegates.

Board review and recommendation do not constitute final adoption. Final authority to adopt Book 2 rests with the duly certified convention delegates.

Proposed Delegate Resolution

Resolved, that the duly certified delegates of the Back Country Horsemen of Idaho hereby adopt Book 2 — Rules of Order as BCHI’s official rules governing meetings, delegate proceedings, elections, voting, and parliamentary operations.

Further resolved, that Book 2 shall become effective at the same time as Book 1 — Bylaws on _____ April 15, 2027 _____, unless the delegates establish another effective date.

Further resolved, that adoption of Book 2 is subject to and effective upon adoption of Book 1 — Bylaws. Book 2 shall not take effect unless Book 1 is adopted.

Further resolved, that Book 2 is subordinate to Book 1 and that Book 1 shall control whenever a conflict exists.

Further resolved, that any previous rules, procedures, customs, or practices governing matters now addressed by Book 2 are superseded to the extent that they conflict with Book 2.

Further resolved, that the BCHI Secretary shall certify Book 2, record its adoption and effective dates, publish a clean official copy, and archive any superseded rules under the designation “SUPERSEDED — NOT CURRENT.”

Voting Requirement

Book 2 shall be presented to the convention delegates as a separate adoption question so the official record clearly shows delegate approval of the document.

Adoption must comply with the applicable notice, quorum, and voting requirements in effect at the time of the vote. A majority vote of the duly certified delegates present and voting is required, provided that a quorum is established, unless the existing Bylaws or an adopted convention rule requires a greater vote.

Certification of Adoption

Document: Book 2 — Rules of Order

Date adopted: _____

Effective date: _____

Delegates present and voting: _____

Votes in favor: _____

Votes against: _____

Abstentions: _____

Certified by:

Convention Chair

Date

BCHI Secretary

Date
