

# **FORT LEAVENWORTH HUNT BYLAWS**

(Amended/Approved 10/07/2023)

## **Section 1 - Name**

The name of the organization is the Fort Leavenworth Hunt (FLH).

## **Section 2 - Purpose**

The Fort Leavenworth Hunt (sometimes referred to herein as "the Hunt") is a subscription foxhunt organized for the primary purposes of enjoying, developing, and promoting the sport of foxhunting; encouraging the development of foxhunting-related horsemanship; and supporting the continuation of pedigreed foxhound breeding. The secondary purpose of the Hunt is to sponsor social activities for subscribers.

The Hunt's affiliation with the Masters of Foxhounds Association of North America (MFHA) will be maintained so long as that relationship is supportive of the Hunt's stated purposes. The Hunt's affiliation with, location on the property of, and support of the United States Army and its Family Morale, Welfare, and Recreation (FMWR) program will be maintained in consideration of the long-standing nature of this association and the historical relevance that the sport and the Army share.

## **Section 3 - Leadership/Positions of Authority Within the Organization**

### **A. Master of Foxhounds**

1. Governance of the Fort Leavenworth Hunt will fall to its Joint Masters of Foxhounds, referred to here as "Masters". The Hunt will have a minimum of two (2) elected Masters, who will be tasked with decisions regarding functional and operational aspects of the organization. Each Master will have authority consistent with the others, irrespective of length of tenure, with no Master afforded special status or authority. All Masters must endorse and adhere to these bylaws as a condition of office.
2. Decisions regarding policy or expenditure of hunt monies will be made by the Joint Masters collectively, even if a decision falls within an area of specialty earlier assigned to a particular Master. In the case of a dispute, the Masters will resolve the issue by vote, accepting the decision supported by the majority. In the case of an even number of Masters and equal support for both sides of an issue, there may be a vote by membership to settle the dispute.
3. The Masters shall appoint persons to function in the following positions: Huntsman, Honorary Secretary, and Field Secretary. Others may be appointed as the Masters deem necessary.
4. The Masters will ensure that the following areas receive due attention: operational aspects of foxhunting, maintenance of favorable liaison with Fort Leavenworth authorities, social considerations, maintenance of hunt facilities and fixtures on and off post, landowner relations,

and financial management.

5. The Masters will conduct an annual meeting of subscribers each year and will present the "state of the foxhunt" and address any other business at such meeting.

6. Masters will be selected by the subscribers for a three (3)-year term, or until their respective successors are selected, without a limit on the number of years which may be served. The Masters so selected by the subscribers shall be recommended to the FMWR Director for approval.

7. The selection and election of Masters will occur at the annual meeting in the year in which the three (3)-year term of each Master ends. The next election will occur in 2026 and then every third year thereafter.

8. If a Master resigns, dies, or is otherwise unable to continue performing their role, the remaining Masters will assume their duties until a successor is chosen by the subscribers at the next annual meeting. In the case that only a single Master is left to carry on hunt duties, or if a Master vacates their position within a year of being elected, a successor may be chosen by subscribers at a special meeting called by the Masters. Persons being nominated to join an existing slate of elected Masters must be approved by those Masters.

#### B. Activity Manager

1. One of the joint Masters will be designated to fill the position of Activity Manager. The designated Master must be recommended to the FMWR Director for approval.

2. The Activity Manager will coordinate with the Masters and interface with FMWR Chief Recreation Officer on matters of budget, property, facilities, maintenance, post activities, and other areas defined by the post and included or understood as part of the written orders of appointment.

#### C. Huntsman

1. A Huntsman will be appointed by the Masters and may themselves be a Master. Once appointed, the huntsman will be operationally autonomous in areas related to the care, training, feeding, and hunting of the pack. Matters requiring the obligation of funds must be jointly agreed upon by the Masters. A huntsman may be relieved of their duties by the unanimous vote of the Masters who are not the Huntsman. If a huntsman is relieved of duty, the reason for the dismissal must be adequately explained to the subscribers through Hunt publications and at the next annual meeting.

2. Only one huntsman will be designated to hunt the pack. First or second alternates may be selected and trained by the Huntsman to hunt the pack in cases of illness, injury, occasional absence, and/or in preparation for the designated Huntsman's departure.

3. Selection, training, coordination, and dismissal of whippers-in or other voluntary staff members assisting with management of the hounds will be the exclusive province of the Huntsman, even if the Huntsman is not a Master.

#### D. Appointed Positions

1. Honorary Secretary: The appointed honorary secretary will, generally, be responsible for outside communication with other foxhunts, administrative duties, and other activities as directed by the Masters. The Honorary Secretary will also be responsible for recording and maintaining the minutes of meetings of the subscribers, which will be distributed to the subscribers by the Masters.

2. Field Secretary: The Field Secretary assists the Masters with control of the field(s) and is responsible collecting capping fees, obtaining signed hold harmless agreements, and assisting the Honorary Secretary as needed.

3. The Honorary Secretary and Field Secretary are appointed for no specific term.

4. Additional positions may be created by the Masters to assist the organization and/or advise the Masters in defined areas.

### Section 4 - Subscribers

#### A. Categories of Subscribers

1. Military Individual/Family: Those individuals eligible for Military Individual/Family subscribership must be active military, retired military, reserve component, Department of the Army civilian, retired Department of the Army civilian, or as otherwise specified by the Garrison Commander.

2. Civilian Individual/Family: Non-military-affiliated civilians may participate as individual or family subscribers in accordance with FMWR procedures.

3. Second Hunt: Individuals and families (as defined above) who are full dues-paying subscribers of another MFHA registered/recognized foxhunt (which serves as their primary hunt) may join FLH as second hunt subscribers in accordance with FMWR procedures.

4. Junior: A junior under 18 years of age whose parents do not ride, or a student enrolled in a full-time education program and has not reached his/her 23rd birthday, may join as a junior subscriber.

5. Social: This subscription is available for individuals or families who do not ride but wish to join of social functions and support foxhunting-related activities.

#### B. Miscellaneous Provisions

1. All subscribers are required to pay annual dues in accordance with a dues structure recommended by the Masters and approved by the FMWR Director, with the amount based on the category of subscribership. All subscribership/memberships are for a one-year term.
2. Immediate family for both military and civilian memberships is defined as spouses/partners and parent(s) and/or legal guardian(s) and children up to 21 years of age (23 years of age if enrolled in a full-time education program). A family subscription may include any number of immediate family members, with all members eligible to participate in FLH activities.
3. Subscribers with accounts in chronic arrears will be subject to dismissal from the Hunt and will be notified by a letter from the Masters or Honorary Secretary.
4. Dismissal from the Hunt for cause may be effected by a unanimous vote of the Masters and approval by the FMWR Director.
5. Active subscribers wishing to resign from the Hunt must do so through written communication to the Masters and/or the Honorary Secretary. Failure to submit a formal resignation will result in continued processing and delivery of billing statements and accrual of financial obligations. Subscribers who resign and wish to rejoin at a later date may provide reasoning to the FMWR Director/Chief Recreation Officer for excusing any outstanding balance remaining from a previous subscribership period.

#### C. Voting

##### 1. Subscriber Voting

- a) Subscribers as defined in Section 4, Subsection A, Paragraph 1 of these bylaws are considered voting members and are entitled to one (1) vote at subscriber meetings.
- b) Subscribers defined in Section 4, Subsection A, Paragraph 2 are considered voting members and are eligible to vote as a family unit—entitled to one (1) vote at subscriber meetings.
- c) Subscribers defined in Section 4, Subsection A, Paragraphs 3, 4, and 5 are may not vote.
- d) For all annual meetings or special meetings of the subscribers, eligible individual and family subscribers may vote in person or by written proxy. To vote by proxy, the eligible voting member must designate an executor and notify the Honorary Secretary no fewer than five (5) business days prior to the meeting date. Any such written proxy will expire at the conclusion of the meeting and have no further force or effect.

#### D. Quorum.

The presence in person of subscribers and/or proxies representing 15 family unit or individual votes at a meeting shall constitute a quorum. All meetings must have a quorum present to transact business.

## Section 5 – Meetings, Election Procedures, and Notices

### A. Annual Meeting.

The annual meeting of subscribers shall be held within sixty (60) days of the closing of the hunt season. Written notice of each annual meeting shall be given to each subscriber entitled to vote, either personally or through written communication, including electronic means such as e-mail. For family subscriberships, the notice is considered sufficient if given to at least one adult member of the family.

### B. Special Meetings.

Special meetings of the subscribers may be called at any time by any of the Masters or in response to a subscriber petition. Such a petition must set forth the reason for and requested date of the meeting, be signed by at least fifteen (15) voting-eligible individual or family subscribers (as specified herein), and be delivered to the Masters (by hand or electronically) at least thirty (30) days in advance of the meeting. If the petition satisfies the aforementioned requirements, the Masters will call a special meeting of subscribers.

### C. Election Procedure.

A committee appointed by the serving Masters—with each master appointing one committee member—shall conduct the election for Masters. The committee is obligated to consider all slates of individuals presented to them and/or suggested by the subscribers to serve as Joint Masters. They will then be responsible for approving a slate or slates to be considered and voted on by the membership. Persons presenting themselves as a slate shall be Military or Civilian Individual or Family Subscribers and assure the committee that they can jointly and harmoniously work together to carry out of the duties of the office. These are the only limiting conditions to be applied to individuals presenting themselves for consideration. Individuals may run on multiple slates.

Voting for Masters shall be conducted by secret ballot with full disclosure of the results available to any party requesting such. If only one slate is presented by the nominating committee, the votes may be cast by voice.

Unless the Masters have fixed in advance a record date for purpose of determining entitlement to vote at a meeting, the record date for purposes of determining those persons eligible to vote shall be 5:00 PM on a date 120 days prior to the meeting. If a person satisfies the record date but has subsequently resigned from the Hunt prior to the meeting, such person shall not be eligible to vote.

### D. Notices.

For all meetings of subscribers, the notice required under Paragraphs A and B of Section 5 shall be sent to each individual subscriber or family unit entitled thereto not less than ten (10) days nor more than sixty (60) before each meeting. Each such notice shall specify the place, the day, and the hour of the meeting. Notices for special meetings shall also specify the general nature of the business to be transacted.

#### E. Subscriber Representation at Masters Meetings

Subscribers may request to join a scheduled Masters meeting in order to express ideas, ask questions, and understand the issues faced by the Hunt. Subscribers wishing to do so should notify the Masters, who will provide the date and time of the next meeting.

#### **Section 6 - Bylaw Amendments**

These bylaws maybe amended at any meeting duly called, either annual or special, if the requested changes are given in writing to the Masters—or submitted in writing by the Masters to the membership—thirty (30) days in advance of the meeting. The amendment or amendments must receive approval of a simple majority of the votes cast and are subject to the approval of the FMWR Director.