
NEBRASKA DRESSAGE ASSOCIATION BYLAWS

ARTICLE I – NAME

The name of this organization shall be the NEBRASKA DRESSAGE ASSOCIATION, herein referred to as the Association.

ARTICLE II - PURPOSE AND OBJECTIVES

The purpose of the Association is to foster a high standard of horsemanship through employment of classical dressage techniques. In furtherance of this goal, the Association will disseminate educational material, sponsor and promote equestrian activities such as clinics, seminars, and competitive events, and encourage others to do likewise. The Association will participate in any program or activity deemed advisable by its membership, provided that such participation does not conflict with conditions governing a nonprofit educational organization as defined by the United States Department of Internal Revenue. The Association will cooperate with other local and national organizations and individuals interested in the development and promotion of better horsemanship.

ARTICLE III - MEMBERSHIP AND DUES

Section 1. Classes of Membership

There shall be three classes of membership: Individual, Family and Junior membership.

- A) An Individual Member shall have the right to vote, hold office, and participate in all Association activities.
- B) A Family Membership shall entitle two designated members of a family living in the same household to vote in all Association elections and to hold office and participate in all Association activities. Each family shall annually designate by name the two family members who will exercise the foregoing privileges of membership. Any additional family members living in the same household may obtain a non-voting membership by the payment of a per capita fee equal to the USDF Group Member dues in effect for the membership year in question. A non-voting family member shall be entitled to hold office and participate in all Association activities, including the Awards Program. Any family member who resides outside the family home for the primary purpose of attending school shall be considered to be a resident of the family household and thereby eligible to participate in the Family Membership, either as a voting or non-voting member.
- C) A Junior Member shall be an individual under the age of 21 as of January 1 of the membership year, and shall have the right to vote, hold office, and participate in all Association activities. *(Revised November 20, 1999)*

Section 2. Amount of Dues

The amount of annual dues for each class of membership shall be established by a majority vote of the Board of Directors of the Association. Prior to each Annual Meeting of the Association, the Board may alter the membership dues for the ensuing membership year. If the Board does not take action on the question of membership dues prior to the Annual Meeting, the dues in effect at the time of the Annual Meeting shall continue in effect throughout the ensuing year.

Section 3. Date of Payment

For the 2006 membership year, dues shall be due on or before January 1, 2006. Any member delinquent with regard to the payment of 2006 dues as of February 15, 2006, shall cease to be a member of the Association. For membership years subsequent to 2006, dues shall be due on or before October 1 of the preceding year, and any member delinquent with regard to the payment of dues as of October 15 of that year shall cease to be a member of the association. Memberships may be purchased at any time during the membership year, but no reduction in membership fee shall be allowed. *(Revised November 19, 2005)*

Section 4. Revocation of Membership

Any member may be dropped from the membership for conduct detrimental to the interests of the Association. A two-thirds vote of the Board of Directors shall be required to effect a revocation of membership. Prior to voting on a motion of revocation, the Board must notify, in writing, the member subject to the motion that 1) a vote will be taken on a motion to revoke his or her membership, and 2) he or she may request a hearing before the Board of Directors prior to the vote. If no hearing is requested, the Board may proceed directly to a vote. A person whose membership is revoked may apply for reinstatement to Association membership at any time after the revocation takes effect. A two-thirds vote of the Board of Directors shall be required for reinstatement.

Section 5. Membership Year

The 2006 membership year shall run from December 1, 2005, through November 30, 2006, and all subsequent membership years shall run from December 1 through November 30. The fiscal year of the organization shall be January 1 to December 31. *(Revised November 19, 2005)*

ARTICLE IV - OFFICERS

Section 1. Officers

The officers of the Association shall consist of a president, vice president, secretary, and treasurer. The Association may have other officers as determined by the Board of Directors.

Section 2. Election

All officers shall be elected at the annual meeting from the Board of Directors, by a majority of voting members present or represented by proxy.

Section 3. Term of Office

All officers shall serve for a one year term of office beginning on January 1 following their election. They shall be eligible to succeed themselves.

ARTICLE V - DUTIES OF OFFICERS

Section 1. President

The president shall preside at all meetings of the Association. The president may call a special meeting of the Association, subject to approval by the Board of Directors. The president shall not vote on any issue except to break a tie.

Section 2. Vice President

The vice president shall, in the absence of the president or upon his or her request, perform all the duties of the latter. In the event that the office of president becomes vacant, the vice president shall succeed the president.

Section 3. Secretary

The secretary shall give notice and keep minutes of all meetings of the Association, and be responsible for maintaining records of all business transacted at meetings.

Section 4. Treasurer

The treasurer shall be the general financial officer of the Association. He or she shall collect monies due the Association, keep full and accurate accounts of all receipts and disbursements, deposit all monies and other valuables in depositories designated by the Board of Directors, and pay all bills of the Association. He or she shall report to the Board, when so requested, the financial status of the Association. He or she shall make an annual report to the Association of its financial condition.

ARTICLE VI - BOARD OF DIRECTORS

Section 1. Number

Commencing January 1, 1983, the Board of Directors shall consist of nine Association members. Four of the nine seats shall be occupied by the president, vice-president, secretary and treasurer of the Association. The individuals elected to each of these Association offices shall hold the same offices on the Board of Directors. One of the nine seats shall be filled by a junior member of the Association, provided that a junior member who is willing and able to assume all of the duties and responsibilities of board membership is identified by the nominating committee, or nominated from the floor at the Annual Meeting. In the event that no junior member is nominated for the position, it will be filled by an adult member.

Section 2. Election

Board members shall be elected at the Annual Meeting by a majority of voting members present or represented by proxy. Each Board member's term of office shall commence on January 1 following his or her election. Board members shall be eligible to succeed themselves.

Section 3. Reduction

On January 1, 1984, three seats on the Board of Directors occupied by members whose terms are due to expire in 1983 shall be automatically eliminated, thereby reducing the number of seats from twelve to nine.

Section 4. Election Protocol

At the 1983 Annual Meeting, the membership shall elect one Board member whose term of office shall be three years (1984-1986). At the 1984 Annual Meeting, the membership shall elect one Board member whose term of office shall be two years (1985-1986), and three Board members whose terms of office shall be three years (1985-1987). At the 1985 Annual Meeting, the membership shall elect one Board member whose term of office shall be one year (1986), and three Board members whose term of office shall be three years (1986-1988). Beginning with the 1986 Annual Meeting, the membership shall, each year, elect three Board members, each of whom shall serve a three-year term of office.

Section 5. Responsibilities

- A) The Board of Directors shall be responsible for the general management of the affairs of the Association.
- B) The Board of Directors shall make and enforce the rules of the Association and of the Board. It shall use its discretion in adopting rules recommended by the respective committees or the general membership.

Section 6. Quorum

At all meetings of the Board of Directors, a simple majority of its members shall constitute a quorum.

Section 7. Vacancies

In the event of a vacancy on the Board of Directors, the Board of Directors shall name a member to fill such vacancy until a successor can be elected to complete the unexpired term.

Section 8. Records and Reports

The Board of Directors shall keep a record of its proceedings and shall report at the Annual Meeting of the Association, or at any general meeting, any matters which, in its judgment, require the action of the members.

Section 9. Time & Place of Meetings

All meetings of the Board of Directors shall be held at such time and place as the Board of Directors shall direct. Members of the Association may attend any Board meeting. Board meetings will be held only after at least five days' notice to Board members. Whenever possible, notice of Board meetings shall be printed in the Association newsletter.

Section 10. Executive Session

The Board of Directors may go into executive session for the purpose of discussing and/or voting on a motion to revoke an individual's membership under Article III, Section 4 of these Bylaws, and at other times as deemed necessary by the Board of Directors. Minutes taken in conjunction with such an executive session should state only that the Board went into executive session, and the numerical outcome of any vote taken during the executive session on the motion of revocation.

Section 11. Delegation to Committees

The Board of Directors shall delegate to the various committees such duties and powers as it shall deem necessary or desirable.

Section 12. Compensation

The Directors shall receive no compensation for services as Directors, nor shall they be compensated for expenses incurred in connection with attendance at meetings of the Board of Directors.

Section 13. Additional Duties

The Board of Directors shall establish the fiscal year of the Association, safeguard the securities, properties, and assets of the Association, approve all major expenditures and the annual budget, and determine dues and assessments.

Section 14. Appointment as Chairmen

Directors, other than the president and secretary, may be appointed as committee chairmen.

Section 15. Impeachment, Recall and Removal from Office

Any Board member may be removed from office, and/or from the Board of Directors, for failure to effectively and faithfully discharge his or her duties, or for conduct detrimental to the interests of the Association. Malfeasance or misconduct includes, but is not limited to, chronic absence from scheduled meetings of the Board, and failure to follow the rules of the Association as specified in the Bylaws. Articles of impeachment may be presented to the Board by any board member, without petition, or by any general member presenting a petition signed by at least one-fourth of the voting membership of the Association, at any regular or special meeting. The Articles of Impeachment shall specify the nature of the misconduct and/or dereliction of duty, the dates, or periods of time during which the misconduct or dereliction occurred, and whether the action sought is removal from office on the Board, removal from the Board, or both. The Articles of Impeach-

ment shall be considered by the Board at a special or regular meeting to be held not sooner than fourteen days nor more than thirty days following their presentation.

A simple majority vote of the Board of Directors present at that meeting shall be necessary to impeach any Board member and/or officer.

Following a vote to Impeach, the Board shall, within five days: 1) notify the member subject to the action that the Articles of Impeachment have been approved; 2) furnish a written copy of the Articles of Impeachment to the Impeached member; 3) notify the member that he or she may request a hearing before the Board prior to a vote to remove from office; and, 4) notify the member of the date, time and place of the meeting at which the hearing will be held.

Impeached members shall notify the president of the Association of their desire for a hearing before the Board within fifteen days of the date of the Impeachment action. If no hearing is requested, the Board may proceed directly to a vote at the next regular or special meeting. If the Impeached member requests a hearing, it shall be scheduled at the next special or regular meeting of the Board. The vote to remove from office may be taken immediately following the hearing, or at some future meeting, at the discretion of the Board. A two-thirds majority of the entire Board shall be necessary to remove a Board member from office on the Board or from his or her Board membership. If both actions were specified in the Articles of Impeachment, they shall be voted on separately - first to remove from office; then to remove from the Board. Impeached members shall be notified in writing by the Board of the outcome of the vote to remove from office on the Board, and/or from Board membership. Removal from office and/or the Board of Directors shall be automatic whenever a Board member is absent from more than 50% of the scheduled Board meetings in any year. Vacancies created by these actions shall be filled in accordance with Article VI, Section 7 of these Bylaws.

ARTICLE VII - COMMITTEES

Section 1. Standing Committees

The standing committees of the Association shall consist of Membership, Competitions, Education, Publicity, Awards, Fund Raising, and Equipment Management. Special committees may be established as deemed necessary by the Board of Directors. *(Revised November 20, 2004)*

Section 2. Appointment

All committees shall be appointed by the Board of Directors.

Section 3. Nominating Committee

A Nominating Committee, consisting of three members, may be appointed by the Board of Directors prior to the Annual Meeting. None of the committee members can be members of the Board of Directors. The Nominating Committee shall present a slate of officers and candidates for the Board of Directors at the Annual Meeting.

Section 4. Duties of Standing Committees

The duties of the standing Committees shall be as follows:

A) The **Membership Committee** shall be responsible for the collecting of dues, issuing of membership cards, keeping an accurate membership list, and recruiting new members.

B) The **Competitions Committee** shall be responsible for the organization and conduct of all competitions sponsored by the Association.

C) The **Education Committee** shall be responsible for clinics and special programs.

D) The **Publicity Committee** shall be responsible for seeing that all activities of the Association receive appropriate publicity and for the editing and publishing of any newsletter which may be issued by the Association.

E) The **Awards Committee** shall be responsible for determining which members and horses should receive year-end awards, based on rules established by the Board of Directors, and obtaining and distributing the necessary ribbons and trophies. The committee may also, at the discretion of show management, oversee or assist with ordering and preparing for distribution the ribbons and awards to be presented at NDA-sponsored shows.

F) The **Fund Raising Committee** shall be responsible for obtaining advertising and sponsorships for association events and publications.

G) The **Equipment Management Committee** shall be responsible for ensuring that all equipment owned by the association is accounted for at all times, stored properly, and repaired or replaced when necessary.

(Revised November 20, 2004)

ARTICLE VIII - MEETINGS

Section 1.

There shall be an Annual Meeting of the Association and such other meetings as called by the president with the approval of the Board of Directors. The Board of Directors shall meet monthly.

Section 2. Notification

The membership shall be given reasonable written notice of the time and place of membership meetings.

Section 3. Annual Meeting

Annual meetings of the Association shall be held. Members shall be notified at least thirty days in advance of the meeting. Election of officers and Board members shall take place at this meeting.

Section 4. Order of Business

The order of business for meetings of the Board of Directors and of meetings of the Association shall be:

- 1) approval of minutes,
- 2) reports of officers,
- 3) reports of committees,
- 4) unfinished business,
- 5) new business,
- 6) adjournment.

Section 5. Annual Meeting Order of Business

The order of business for the Annual Meeting shall be:

- 1) approval of minutes of the last Annual Meeting,
- 2) reports of officers,
- 3) unfinished business,
- 4) election of board members,
- 5) election of officers,
- 6) new business,
- 7) adjournment.

Section 6. Quorum & Proxies

At a meeting of the members, a quorum shall consist of one-fourth of the number of current voting members. Members may be represented by proxies. In order to be valid, a proxy statement shall be in writing and shall be submitted to the president before or at the meeting at which the proxy is to be exercised. The proxy statement shall be signed and dated by the member designating the proxy, and it shall name the proxy. A person need not be an Association member to serve as a proxy.

ARTICLE IX - AMENDMENT OF THE BYLAWS

Section 1.

The Bylaws of the Association may be amended or repealed by the members of the Association at any membership meeting. A proposed amendment to the Bylaws shall be presented in writing to the membership at least thirty days prior to the meeting of the members at which it will be voted on.

Section 2.

A vote of two-thirds of the voting members present or represented by proxy at a meeting shall be necessary to pass an amendment to the Bylaws.

ARTICLE X - DISPOSITION OF ASSETS UPON DISSOLUTION

In the event of dissolution of the Association or any termination of its activities, all of its assets shall be paid over or transferred to: 1) the United States Dressage Federation, or 2) any other organization recognized by the Internal Revenue Service as an exempt organization under the Internal Revenue Code, contributions to which are tax deductible for federal income tax purposes. The provisions provided in Article X hereof shall remain in full force and effect and shall not be rescinded, altered, or amended in any manner whatsoever.

ARTICLE XI - NDA REPRESENTATIVE TO USDF ANNUAL MEETINGS

NDA will send one representative to the USDF Annual Meeting. NDA will pay for:

- One round trip airline ticket at lowest available rate;
- One hotel room at double occupancy rate;
- USDF meeting registration fees for one person;
- USDF Awards Banquet for one person;
- Allotment of \$20.00 per day food allowance.

(Revised January 1996 and November 18, 2000)