

BY-LAWS
ALPHA DRESSAGE ASSOCIATION

ARTICLE I

NAME

The name of this Association is the ALPHA DRESSAGE ASSOCIATION.

ARTICLE II

OBJECTIVES AND GOALS

SECTION 1: Encourage, promote, educate, and participate in the art of classical horsemanship.

SECTION 2: Coordinate with others with similar objectives.

ARTICLE III

MEMBERSHIP

SECTION 1: RESTRICTIONS. No person shall be refused membership to this Association because of sex, color, nationality, or creed. Executive Board has the right to remove any member from the membership roster for unsportsmanlike behavior or for failure to fulfill financial responsibilities.

SECTION 2: MEMBERSHIP CATEGORIES. There shall be four membership categories.

- A. CHARTER: A charter member shall be one who actively participated in the preliminary organization and formation of the Association. Charter members are entitled to vote and hold office and will be responsible for paying dues.
- B. ACTIVE: Members participating in the activities of the Alpha Dressage Association. Active members who have paid current dues shall be entitled to vote and hold office.
- C. JUNIOR: The age shall be in accordance with the USEF. Qualifications of the junior applicants shall be determined by the Executive Board. Junior members are responsible for paying current dues and are entitled to hold office.

- D. **HONORARY MEMBERS:** Honorary members shall be such persons as the Executive Board shall from time to time elect. Honorary members will not be obligated to pay dues.

ARTICLE IV

EXECUTIVE BOARD

SECTION 1: The ALPHA DRESSAGE ASSOCIATION will consist of an Executive Board of Directors consisting of nine to twelve members, five of which will be the elected officers. The remaining members will be considered "Members-at-Large". All board members will serve a two-year term with no limitation on their re-election in this position. A board member must have been a general member at least a year before being eligible to serve on the board.

SECTION 2: The majority of the members of the Executive Board shall be necessary at all meetings to constitute a quorum for the transaction of business, but less than a quorum to adjourn the meeting.

SECTION 3: The Executive Board will be elected at the Annual Membership Meeting of the Association.

SECTION 4: The Executive Board will be responsible for the yearly budget, will investigate all expenditures, and approve the expenditures by members of the ALPHA DRESSAGE ASSOCIATION.

SECTION 5: In the case of resignation or other vacancy in the elected Board, the President will appoint a member to fill the unexpired term with the advice of the elected members of the board. At the end of the unexpired term the position will be filled by a majority membership vote during the next Annual meeting.

SECTION 6: Resignations from the Board must be in writing and received by the Secretary. A Board member shall be dropped for excess absences from the Board if he/she has three (3) unexcused absences from the Board meetings during a year. A Board member may be removed for other reasons by a three-fourths (3/4) vote of the remaining Board of Directors.

ARTICLE V

OFFICERS

SECTION 1: The officers of the Association shall be PRESIDENT, VICE PRESIDENT, GENERAL SECRETARY, EVENT COORDINATOR, and TREASURER/MEMBERSHIP SECRETARY.

SECTION 2: PRESIDENT: The President shall be the Chief Executive Officer of this Association and shall prepare the agenda and preside at all meetings of the Executive Board and membership. He/she shall see that the By-Laws, rules, and regulations of the Association are enforced and shall perform all of the duties that may be prescribed from time to time by the Executive Board and/or the membership.

SECTION 3: VICE PRESIDENT: In the absence of the President, the Vice President shall have the powers and perform the duties of the President and such other duties as may be prescribed by the Executive Board and/or membership. He/she shall be ex officio member of all committees.

SECTION 4: GENERAL SECRETARY: The General Secretary shall keep the minutes of all membership and Executive Board meetings. He/she shall be the custodian for the safekeeping of all documents and records of the Association. He/she shall make a report of his/her office to the Executive Board when requested and to all membership meetings and shall perform such other duties as may be prescribed by the Executive Board. He/she will also oversee the maintenance of the website, publication of the newsletter, and any social media sites.

SECTION 5: EVENT COORDINATOR: The event coordinator shall oversee the events that are hosted by Alpha Dressage Association including, but not limited to, shows, clinics, demonstrations, or social events.

SECTION 6: TREASURER/MEMBERSHIP SECRETARY: The Treasurer must account for all moneys and will maintain the financial records in the Association's financial accounting and reporting systems. The Treasurer shall submit an itemized statement at each meeting of the members and to the Executive Board when requested. They are also responsible for filing all necessary reports to State and Federal entities.

As Membership Secretary he/she will also be responsible for membership records, USDF reporting, mailing lists, and handling related correspondence.

ARTICLE VI

COMMITTEES

SECTION 1: The President shall establish such working committees as deemed necessary to enable the smooth running and functioning of the business and mission of the Association. The committees of the Association may include, but are not limited to:

Education Committee

Show Committee

Public Relations and Sponsorship Committee

Awards Committee

SECTION 2: Any committees of the Association will consist of at least three members, including the Chairman. The Chairman retains the right to enlarge the committee if circumstances warrant. The Chairman of stated committees will be appointed by the President with approval of the Executive Board.

In addition to the working committees listed above, there shall exist the following:

- A. **NOMINATING COMMITTEE:** The Nominating Committee shall consist of any existing Board member and up to three other interested general members appointed by the President. The committee shall draw up a slate of officers to be presented to the Board in the fall and to the membership at the Annual meeting .
- B. **DELEGATES:** Delegates to the state and national meetings shall be appointed by the President with approval of the Executive Board.

ARTICLE VII

MEETINGS

SECTION 1: **MEMBERSHIP MEETINGS:** The membership shall meet on a regular schedule to be determined by a majority vote of the Board. The affairs of the Association shall be managed and conducted by a majority vote of the general membership present at each meeting.

SECTION 2: **ANNUAL MEETINGS:** The annual business meeting of the membership shall be held during the last calendar quarter of the year for the purpose of electing officers,

presentation of the annual awards, as well as the transaction of such other business as may come before the meeting.

SECTION 3: NOTICE OF MEETING: Notice of all regular and special meetings shall appear via email and in the monthly newsletter.

SECTION 4: EXECUTIVE BOARD MEETINGS: The Executive Board shall meet monthly or as deemed necessary.

SECTION 5: COMMITTEE MEETINGS: Committee meetings shall be called by the committee chairman as often as necessary. The Vice President shall be notified of all committee meetings.

SECTION 6: SPECIAL MEETINGS: Special meetings of the membership may be called by the President or by the Executive Board.

ARTICLE VIII

DUES

Dues become payable December 1 of each year. The amount of the annual dues shall be established annually by the Board. Dues are to be submitted to the Treasurer for processing and reporting to the USDF.

The membership year shall follow the same cycle as the USDF membership year.

-Two categories of membership shall be recognized:

- A. Active Members
- B. Junior Members

ARTICLE IX

FISCAL YEAR

The fiscal year shall be from January 1st through December 31st.

ARTICLE X

AMENDMENTS TO BY-LAWS

SECTION 1: These By-laws can be amended at any membership meeting of the Association by a two-thirds vote of the members present. Notice of a proposed by-law change will be given at a meeting prior to the one at which a vote will be taken or emailed to the membership at least ten days in advance of the meeting at which a vote will be taken.

SECTION 2: Notice will be given to members informing them of their right to submit amendments for consideration and action at a certain time.