

ARTICLE I

The name of the Organization shall be GEORGIA DRESSAGE AND COMBINED TRAINING ASSOCIATION, INC.

ARTICLE II

The purpose of the GEORGIA DRESSAGE AND COMBINED TRAINING ASSOCIATION, INC. is to further the art of classical dressage and combined training. Dressage as an equestrian art is intended to create an athletic horse, calm, supple, and keen, and in a state of perfect understanding with the rider. Dressage and Combined Training encourage the total development of the equine athlete, on the flat and over fences.

The program of the Association shall be educational through a framework of clinics, instructional shows, and teaching and judging forums, with all the intention of further promoting a better understanding between the individual horse and rider and among the general public.

ARTICLE III – MEMBERSHIP

There shall be four classes of membership: Senior members, Junior members, Family members, and Lifetime members. These members shall be classified as follows:

- **Senior Members** shall consist of all persons eighteen (18) years and over with an active interest in the purpose of the Association as described in the Constitution, and who have paid their annual dues and assessments. Senior members have one (1) vote each.
- **Junior Members** shall consist of all persons under eighteen (18) (as of January 1) with an active interest in the purpose of the Association as described in the Constitution, and who have paid their annual dues and assessments. Junior memberships do not carry voting privileges.
- **Family Members** (to include parents and/or guardians and those children living at home) shall consist of all persons with an active interest in the purpose of the Association as described in the Constitution, and who have paid their annual dues and assessments. Family members have two (2) votes.
- **Lifetime Members** shall be awarded at the discretion of the Board of Directors. These memberships are reserved for individuals who have been members of the United States Equestrian Team, United States Olympic Team, or have contributed outstanding service to the Association while members. Lifetime members have one (1) vote each.

ARTICLE IV – ASSESSMENTS

Section 1. Annual dues shall be established by the Board of Directors and the Board of Directors shall submit the amount of each class of dues to the Newsletter Editor for inclusion in the newsletter. The Association Memberships Year will run from December 1st to November 30th of the following year.

Section 2. Members who have not paid their dues by February 15 shall be delinquent and shall be deemed not in good standing with the Association. However, upon payment of his dues, a member shall automatically become in good standing with the Association.

Section 3. To be eligible to participate in Association sponsored activities that are for members only, dues for the current year must be paid in full.

Section 4. If a new member joins the Association after September, but before December of the same year, then their dues for the current year (ending November 30 of the same year) shall be waived.

ARTICLE V – OFFICERS AND DIRECTORS

Section 1. The officers shall consist of President, Vice President – Dressage, Vice President – Combined Training, Recording Secretary, Corresponding Secretary, and Treasurer

Section 2. All Officers shall be elected from senior or family members who are in good standing. The Nominations Committee may not consider non-members for board positions.

Section 3. All Officers shall be elected annually.

Section 4. The Board of Directors shall consist of six members and the current officers of the Association. All directors other than the officers shall serve two (2) year terms with three (3) of the six (6) being elected in alternating years. The outgoing President shall be an ex-officio member of the Board of Directors. The Board of Directors shall be elected from senior or primary family members in good standing. Non-members may not be considered for positions on the Board of Directors.

ARTICLE VI – COMMITTEES

Section 1. There shall be such standing and temporary committees as are deemed necessary to carry on the work of the Association.

Section 2. Committee Chairmen shall be appointed by the President.

ARTICLE VII – MEETINGS

Section 1. The President shall call one (1) Annual Meeting per year of the General Membership. This meeting shall be held during the month of November. At this meeting, annual reports from the President, both Vice Presidents, both Secretaries, Treasurer and all committees shall be presented to the membership.

Section 2. The Association shall hold not less than two events each year. These events shall feature educational and/or competitive activities that further the purpose of the Association.

Section 3. The President or either Secretary may call a business meeting of the Association or Board of Directors with fourteen (14) days notice.

ARTICLE VIII – AMENDMENTS

Section 1. Amendments to the By-Laws shall be made by active or family members and may be amended, altered, or rescinded by a majority of the senior and family members present in person or by proxy at any special meeting called for that purpose, provided however, a quorum is present. A quorum for such a vote and for such a purpose as mentioned aforesaid shall constitute twelve (12) percent of the senior and family members in good standing.

ARTICLE IX – DUTIES OF OFFICERS

Section 1. The President shall prepare the agendas for and preside over all meetings of the Association and over the meetings of the Board of Directors. The President shall appoint all committee chairmen, subject to the approval of the Board. The President shall be an ex-officio member of all committees except the Nominations Committee. The President and two Vice Presidents shall act as representatives of the Association. The Vice President of Dressage shall be considered 1st Vice President and the Vice President of Combined Training shall be considered 2nd Vice President

Section 2. The Vice Presidents shall have the following duties:

The 1st Vice President shall serve in the President's absence and the 2nd Vice President shall serve in the absence of the President and 1st Vice President.

To contact and discuss regularly with the President, affairs and current matters affecting the Association.

Vice President – Dressage shall be primarily responsible for promoting Dressage in Georgia.

Vice President – Combined Training shall be primarily responsible for promoting Combined Training in Georgia.

Section 3. The Corresponding Secretary shall have the following duties:

Attend to all correspondence of the Association and shall read orally communications at the meetings of the Board of Directors, or optionally at meetings of the Association

Shall notify all board of Directors of meeting dates and locations, and shall attend to other matters pertaining to meeting procedures, as directed by the President.

Section 4. The Recording Secretary shall have the following duties:

Shall take minutes of each meeting of the Association and Board of Directors.

When appropriate shall prepare and mail ballots for election of Officers, amendments to the By-Laws, and other ballots designated by the Board of Directors.

Either Secretary at his discretion may obtain assistance from any member of the Association for an individual or continuing job necessary for the administration of the business of the Association.

Section 5. The Treasurer shall have the following duties:

Shall handle all funds received and paid out by the Association.

Shall bank funds in a bank approved by the Executive Board.

Shall issue receipts for monies paid into the Association.

Shall maintain a complete record of all business transactions and be prepared to report on the financial status of the Association at all times.

Section 6. The Directors shall attend the Board of Directors meeting. They may serve as chairmen of a committee if and when appointed. They shall be sensitive to the thoughts and wishes of the Association membership.

It shall be the duty of the Officers in consultation with the Board of Directors to conduct the business of the Association between meetings of the membership. The Board of Directors shall be called when deemed necessary to carry on the activities of the Association.

Special meetings of the Board of Directors shall be called when deemed necessary by the President or either Vice President. Five (5) members shall constitute a quorum.

Section 7. Each officer at the expiration of their term of office whether through course of time, death, disability or otherwise, shall transfer all records pertaining to his office to the succeeding officer within two (2) weeks of such expiration.

ARTICLE X – ELECTION OF THE BOARD OF DIRECTORS

Section 1. There will be twelve (12) members of the Board of Directors of which six (6) are elected from senior and family members and the remaining six (6) are current Officers. The President, Vice Presidents, Corresponding Secretary, Recording Secretary, and Treasurer shall be elected for one (1) year terms and stand for election every year. The directors shall serve terms of two (2) years with three (3) directors standing for election each year.

Section 2. The President shall appoint a Nominations Committee after March 1st, but before April 1st. The Nominations Committee shall consist of two (2) members of the Board of Directors whose terms do not expire during the year in question, and one (1) person from the General Membership.

The Nominations Committee shall nominate a minimum of three (3) persons and a maximum of six (6) persons to fill the expiring directorships.

Nominations will also be accepted from the floor.

Election of Directors shall be by a majority vote of the senior and family members in good standing present in person, by mail or electronic means.

In case of resignation, death, disability, or other vacancy in the Board of Directors, said Board shall appoint someone from the active senior or primary family members in good standing to fill the unexpired term of such director.

ARTICLE XI – ELECTION OF OFFICERS

Section 1. At the Annual General Meeting in November, the Officers shall be elected by senior and family members. They shall be elected to serve the term of one (1) year. Only senior and family members, in good standing, who are 18 years of age, shall be eligible to hold office.

Section 2. The President shall appoint a Nominations Committee after March 1st, but before April 1st. The Nominations Committee shall consist of two (2) members of the Board of Directors whose terms do not expire during the year in question, and one (1) person from the General Membership.

The Nominations Committee shall nominate six (6) persons to fill the expiring officer ships.

Nominations will also be accepted from the floor.

Election of Officers shall be by a majority vote of the senior and family members in good standing-present in person, by mail or electronic means.

In case of resignation, death, disability, or other vacancy ~~in the~~ by an Officer, said Board shall appoint someone from the active senior or primary family members in good standing to fill the unexpired term of such officer.

ARTICLE XII – REMOVAL OF OFFICERS AND DIRECTORS

Section 1. Any Officer or Director may be removed with or without cause by a 66 2/3% (two thirds) majority of the senior and primary family members present in person or by signed written proxy at any special meeting called for that purpose, provided however,

that a quorum is present. A quorum for such a vote shall constitute fifty (50) percent of the senior and primary family members in good standing in person or by signed written proxy.

Section 2. Any Officer or Director suffering three (3) or more unexcused absences from meetings of the Board of Directors in any one (1) calendar year shall automatically stand removed from his Office/Board position. The Board shall appoint a person who is a senior or primary family member in good standing to fill the unexpired term of office of such Office/Board position.

ARTICLE XIII – VOTING

Section 1. All senior members in good standing, 18 years of age (as of January 1) or over shall be entitled to one (1) vote each.

Section 2. Each Family membership shall be entitled to two (2) votes.

Section 3. Any and all voting shall be either by mail, electronic means, or in person at the Annual Membership Meeting or any special meetings of the Association.

Section 4. Voting for officers and directors at the Annual General Membership Meeting may be done by signed written proxy. Voting at a Board of Directors meeting may be done by signed written proxy.

Section 5. All signed written proxies must be received by the Recording Secretary prior to any meeting. In order for a proxy to be valid, all signed written proxies must be recorded by the Recording Secretary prior to the meeting being called to order.

ARTICLE XIV – DISSOLUTION

Section 1. If at any time the Association dissolves to such organizations as the Board of Directors shall designate, provided such organizations have purposes, goals and aims consistent with the expressed intention of the Association.

ARTICLE XV – PARLIAMENTARY AUTHORITY

Section 1. Robert's Rules of Order Revised shall govern Board of Director and membership when not in conflict with their by-laws.

ARTICLE XVI – OFFICES

Section 1. Principal and Registered Office. The Corporation shall maintain a Registered Office and shall have a Registered Agent whose business address is identical with such Registered Office.

Section 2. Other Office. The Corporation may have offices at such place or places, within or without the State of Georgia, as the Board of Directors may from time to time appoint or the business of the Corporation may require to make desirable.

ARTICLE XVII – GIFTS

Section 1. The Board of Directors may accept on behalf of the Corporation, any contributions, gifts, bequests, or revised for the general purposes for which the Corporation was formed or for any special purpose in keeping with the general purpose.

ARTICLE XVIII – BOOKS AND RECORDS

Section 1. The Corporation shall keep minutes of the proceeding of its Board of Directors and Committees having the authority of the Board of Directors. All books and records of the Corporation may be inspected by any member of the Board of Directors, or his agent or attorney, for any proper purpose at a reasonable time

ARTICLE IXX – POLICY AND PROCEDURE MANUAL

Section 1. The Corporation shall have a Policy and Procedure Manual maintained by the Board of Directors and may be added to, amended, or otherwise revised by a majority vote of the Board of Directors.