



BYLAWS: NEW DRESSAGE ASSOCIATION, INC.  
(5.18.13)

ARTICLE I – NAME:

Section 1. The name of this organization is the NEW Dressage Association, Inc. (hereinafter referred to as NEWDA).

ARTICLE II – PURPOSE:

Section 1. NEWDA shall be a non-profit corporation organized under the laws of the State of Wisconsin and its purposes are exclusively charitable and educational as set forth in the Articles of Incorporation.

Section 2. The purpose of NEWDA is to promote and encourage a high standard of accomplishment of horsemanship and sportsmanship, with particular emphasis on dressage, primarily through educational programs. To further this purpose, NEWDA will work closely with local, regional and national organizations in promoting, managing and conducting dressage clinics and shows and/or other related events or exhibitions.

Section 3. The activities of NEWDA are limited to those activities consistent with Section 501(c)(3) of the Internal Revenue Code.

Section 4. No part of the net earnings of NEWDA shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that NEWDA shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Section 3 hereof. No substantial part of the activities of NEWDA shall be the carrying on of propaganda, or otherwise attempting to influence legislation. NEWDA shall not participate in, or intervene in any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these bylaws, NEWDA shall not carry on any other activities not permitted by a corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code.

ARTICLE III – MEMBERSHIP AND DUES:

Section 1. Membership in NEWDA shall be composed of persons interested in actively participating in the activities and functions of NEWDA without regard to any person's sex, color, national origin, or creed.

Section 2. Classification of members shall be as follows:

- a. **INDIVIDUAL:** Composed of persons (18) years of age and over, which, upon submission and payment of the prescribed dues, shall be entitled to all the rights and privileges of membership. This membership category includes the NEWDA newsletter, (1) USDF Group Membership and (1) voting privilege.
- b. **FAMILY:** Composed of 2 or 3 people; Primary person (adult) and 1 or 2 additional family members. An additional family member is defined as a person having the same last name or same home address as the primary member (as required by the United States Dressage Federation (hereinafter referred to as USDF)). This membership category includes the NEWDA newsletter, (2) or (3) USDF Group Memberships and (1) voting privilege
- c. **JUNIOR:** Composed of persons (17) years of age and under, as of January 1<sup>st</sup> of the current membership year, who are not eligible for family memberships, and who, upon submission and payment of the prescribed dues, shall be entitled to all the rights and privileges of membership, including the NEWDA newsletter, (1) USDF Group Membership and (1) voting privilege.
- d. **BUSINESS:** Composed of any person or business entity contributing \$160 or more per year to NEWDA. Business members shall be entitled to all the rights and privileges of membership, including the NEWDA newsletter, (1) USDF Group Membership and (1) voting privilege, plus a business card advertisement in the newsletter.

- e. LIFE: Composed of persons who at any time contribute \$750 or more to NEWDA. Such members shall be waived dues or assessments after such time as the initial contribution is made, and shall also be entitled to all the rights and privileges of membership, including the NEWDA newsletter, (1) USDF Group Membership and (1) voting privilege.

- Section 3. The annual membership dues of NEWDA shall be determined by the NEWDA Board of Directors and shall become payable on the last day of November to NEWDA. The membership year ends on November 30th. Dues for renewal of existing memberships must be paid by December 1st or membership will be automatically terminated. Dues received after September 30th will be applied to the following membership year with privileges beginning on December 1st and ending on November 30th. Refunds of dues will not be made to members resigning during the fiscal year or members who have been expelled by the NEWDA Board of Directors during the fiscal year.
- Section 4. Upon meeting the qualifications for membership, members shall be added to the membership roster, receive the newsletter of NEWDA, be enrolled as a group member of USDF, and entitled to all current membership privileges. At this time, a member may elect to become a member of a designated chapter. Membership within the designated chapter must remain for the duration of the membership year.
- Section 5. Membership in NEWDA shall constitute a pledge to abide by and be bound by the bylaws then in force and that may thereafter be adopted and by the rules and regulations established from time to time by the NEWDA Board of Directors.
- Section 6. The NEWDA Board of Directors has the final decision regarding any disagreements related to any contracts or agreements (explicit or implied) between NEWDA and any of its members. Members waive the right to pursue any other remedy.
- Section 7. The NEWDA Board of Directors reserves the right to deny membership to any person or business if it is determined that the membership would not serve the best interests of NEWDA. A majority vote of the NEWDA Board of Directors is required to deny any membership.
- Section 8. At anytime, when a member of NEWDA is suspended or expelled by United States Equestrian Federation (hereinafter referred to as USEF), USDF and/or a national breed organization, the same should apply to that members NEWDA membership. The NEWDA Board of Directors needs to take no action, other than the membership recorder must send a letter (via registered mail) stating the suspension and/or expulsion from NEWDA. The timeframe of the suspension should match that of the national organization. This applies to both general and/or business memberships.

#### ARTICLE IV – MEETINGS:

- Section 1. An annual meeting of the general membership of NEWDA shall be held during the spring of each year on a date and at a place to be determined by the NEWDA Board of Directors. Written notice of the annual meeting must be emailed or mailed to all members at least (30) days prior to the date of the meeting.
- a. During the annual meeting reports from the President, Secretary and Treasurer of NEWDA shall be presented.
  - b. Directors, officers, standing committee chairs and representatives for the current membership year shall be introduced.
- Section 2. The president may call a special business meeting of the general membership with a fifteen (15) day written notice mailed or emailed to each member. At any special meeting, a quorum shall be considered to be those members in attendance provided at least (5) board members are present.
- Section 3. The NEWDA Board of Directors shall meet at least (4) times a year. Board meetings are open to attendance by the general membership; all members shall be notified at least (10) days prior to the meeting. All voting shall be limited to those Board members in attendance (either physically or by teleconference). Two-thirds (2/3) of the NEWDA Board of Directors members shall constitute a quorum.
- Section 4. NEWDA through its chapters shall hold no fewer than (4) events each year. These events shall feature educational and/or competitive activities, which further the purpose of NEWDA.

Section 5. Local chapters must hold at least (2) business meetings per year to be recognized by NEWDA, which could include clinics, shows and/or events either sponsored or organized by the chapter.

Section 6. Robert's Rules of Order Revised shall govern all business meetings of NEWDA.

#### ARTICLE V – VOTING:

Section 1. All members in good standing shall have (1) vote within their designated chapter. Family memberships shall have (1) vote per family and must designate on the membership application which member of the family will have voting privileges. Only this member will be allowed to represent the interests of the family during the membership period.

Section 2. Voting for amendment of the bylaws of NEWDA shall be by ballot via mail/email or by direct vote at the NEWDA annual meeting. A simple majority of the votes cast will adopt the proposed amendment.

Section 3. Each member in good standing whose dues are paid for the current year shall be entitled to (1) vote at any chapter meeting of which s/he is a designated member. Proxy voting will not be permitted at any chapter or board meeting or for any election. Unless provided elsewhere by these bylaws, the action of a majority of members voting at a meeting at which a quorum is present shall constitute the action of the members.

Section 4. Members-at-large may cast a vote on any issue to be decided by the general membership, but must become a designated member of a chapter in order to vote on chapter business.

#### ARTICLE VI – NEWDA BOARD OF DIRECTORS:

Section 1. The NEWDA Board of Directors shall consist of the chapter Presidents, the chapter Representatives, the Treasurer of NEWDA, the Membership Recorder, the Editor of the Newsletter, and (3) General Members. All Board members shall have the right to vote.

Section 2. Meetings of the NEWDA Board of Directors shall be held at least (4) times a year. Board members may attend either physically or by teleconference. The NEWDA President is the tiebreaker; a majority vote decides all motions.

Section 3. It shall be the duty of the NEWDA Board of Directors to conduct the business of NEWDA. The NEWDA Board of Directors shall expend those funds deemed necessary to carry on the activities of NEWDA.

Section 4. The Executive Board shall consist of the NEWDA President, Chapter Presidents, and the NEWDA Treasurer. When the President of NEWDA calls a special meeting of the Executive Board, a (10) day notice must be emailed or mailed to the Executive Board. The Executive Board has the power to conduct the affairs of NEWDA and to authorize expenditures. A majority vote decides all motions. The NEWDA President is the tiebreaker.

Section 5. The NEWDA Board of Directors shall determine membership fees, oversee the disbursement of NEWDA monies, and be responsible for the creation and amendment of the NEWDA Policies and Procedures.

Section 6. No member of the NEWDA Board of Directors may be paid for his or her service on the board, except when an actual expense is incurred, such as mileage; the NEWDA Board of Directors will then authorize reimbursement.

#### ARTICLE VII – ELECTION OF DIRECTORS:

Section 1. Chapter representation shall be based on the number of members in good standing as of September 1<sup>st</sup> of the current year. Each chapter shall be represented by its' President. Chapters with more than (50) and no more than (100) members shall be entitled to (1) additional representative. Chapters with more than (100) members shall be entitled to a total of (2) additional representatives. Each chapter representative shall be voted upon within the chapter for a term of (1) year. The election shall be held by October 31<sup>st</sup>. Election results must be reported to the NEWDA President by November 15<sup>th</sup> in order for those elected to be included in the NEWDA Board of Directors.

- Section 2. Chapters shall also elect an alternate representative who shall attend meetings of the NEWDA Board of Directors and vote in the absence of the Chapter President or a regular chapter representative. Only (1) alternate representative is permitted per chapter.
- Section 3. Three (3) General Members shall be elected to the NEWDA Board of Directors by the general membership by November 15<sup>th</sup> of odd numbered years. Chapters are permitted to have only (1) General Member elected from their chapter.
- Each chapter shall be entitled to submit the name of (1) chapter member whose name will appear on the ballot. A member in good standing interested in participating on the NEWDA Board of Directors shall submit his/her name for inclusion on the General Members ballot. All nominations for General Members must be submitted to the President of NEWDA by September 15<sup>th</sup>.
  - The general membership will be provided ballot-listing candidates for General Member by chapter designation. Members will then submit their vote for their top three choices, voting for no more than (1) person per chapter designation. If a member votes for more than (1) candidate in a chapter, neither vote will count. The top (3) vote recipients will be elected, providing they are from three different chapters. If a chapter has more than (1) delegate in the top three, only the top vote recipient will be elected and the second delegate will be dropped to make room for a delegate from another chapter. In the event that less than three chapters have nominees for member-at-large, the remaining office(s) shall remain open for potential appointments at a later date.
  - Elections will take place by mail/email in odd numbered years to hold office for the succeeding (2) years.
  - Posted mail ballots must be signed, or the member's name and return address must appear on the envelope, so the secretary may verify membership. Email ballots will be accepted and must be signed with first and last name.
  - A simple majority of the ballots cast will rule in the election of the General Members. In the case of a tie, a coin flip in the presence of a neutral party will be used to make a decision.
  - In the event of a vacancy among the General Members, appointment or election shall be handled by the NEWDA Board of Directors.
- Section 4. In all cases, consent of the nominee must be obtained prior to the election and the nominees must be members in good standing.
- Section 5. When a new chapter is formed and approved by the NEWDA Board of Directors, it shall have immediate representation and the right to vote on the NEWDA Board of Directors through its chapter president.
- Section 6. The President of NEWDA shall be one of the NEWDA Board of Directors, having been a member of NEWDA for at least (3) years and a member of the NEWDA Board of Directors for at least (2) years and having attended (physically, not by teleconference) at least six (6) Board meetings.
- The NEWDA Board of Directors shall meet in November or December of even numbered years to elect the President. The term of the President will be (2) years and limited to two (2) consecutive terms.
  - The President shall appoint the standing committee chairs and representatives, subject to approval by the NEWDA Board of Directors.
  - The President, officers and standing committee chairs and representatives shall be announced to the general membership at the annual meeting.
  - In the event of a tie vote of the NEWDA Board of Directors, the President shall cast the deciding vote.
- Section 7. The Vice President and Secretary of NEWDA should each already be on the NEWDA Board of Directors, having been a member of NEWDA for at least (2) years. The terms of office for the Vice President and Secretary of NEWDA shall be one-year.
- Section 8. The Treasurer of NEWDA shall have been a member of NEWDA for at least (2) years and shall have a working knowledge of business and accounting practices. The Treasurer shall serve a one-year term and at the discretion of the NEWDA Board of Directors be permitted to serve consecutive terms.
- Section 9. The new NEWDA Board of Directors shall meet before the annual membership meeting to elect the Vice President and Secretary and to approve the Treasurer. The officers of the NEWDA Board of Directors shall be announced to the general membership at the annual meeting.
- Section 10. The term of the new NEWDA Board of Directors is December 1<sup>st</sup> through November 30th.

Section 11. In the event of a vacancy in any office, the President shall appoint a member of the NEWDA Board of Directors to fill the vacancy until the next election, subject to the approval of the NEWDA Board of Directors. The President may not appoint his/her own successor.

#### ARTICLE VIII – COMMITTEES AND REPRESENTATIVES:

Section 1. There shall be such standing and temporary committees as are deemed necessary to carry on the work of NEWDA. Committee chairs shall be appointed by the President and be approved by the NEWDA Board of Directors.

Section 2. STANDING COMMITTEES – Standing committee chairs must be NEWDA members. They perform their duties under the direction of the NEWDA Board of Directors and advise the board, but are not voting members of the NEWDA Board of Directors. The standing committee chairs are:

- a. Dressage Recorder, who shall:
  1. Receive registrations of members and their horses for championships,
  2. Enforce standing rules of championships;
  3. Accept requests for show approval;
  4. Record percentages and scores of horse/rider combinations from competitions, with current standings to be published in the newsletter;
- b. Video Librarian, shall maintain an inventory of videotapes and oversee their distribution to NEWDA members.
- c. Webmaster, will receive information for submission submission, verify eligibility and correctness of such information, and forward information to webmaster for inclusion on the website.
- d. Junior/Young Rider Mentor, shall coordinate and oversee activities of the junior/young riders as approved by the NEWDA Board of Directors.

Section 3. EDUCATION AND PUBLICITY CHAIR;

- a. The Vice President of NEWDA shall be the Education and Publicity Chair. The Education and Publicity Chair shall:
  1. Work on education and the promotion of NEWDA,
  2. Represent NEWDA and its interests at meetings of the Wisconsin Horse Council (WHC),
  3. Be a participating member of any chapter organizing committee for any event governed and/or sanctioned by by USDF or USEF.

Section 4. USDF DELEGATE;

- a. The President of NEWDA shall be the USDF Delegate.
- b. In the event the President of NEWDA is unable to attend the USDF annual meeting, a member of the NEWDA Board of Directors shall be chosen by the President as the delegate, subject to approval of the NEWDA Board of Directors.
- c. It is the responsibility of the delegate to make a full written report to the membership on USDF issues relevant to NEWDA.
- d. Provided that funds are available, NEWDA will pay the following expenses for its delegate to the annual meeting: registration fees, transportation to and from the meeting, and lodging. Ground transportation, meals and other miscellaneous expenses are to be paid by the delegate.
- e. The delegate will present an expense report with receipts to the Treasurer of NEWDA within six (6) weeks of the annual meeting. The delegate may request advance payment of airfare and registration.

Section 5. REPRESENTATIVES – Representatives must be NEWDA members. They perform their duties under the direction of the NEWDA Board of Directors and advise the board, but are not voting members of the NEWDA Board of Directors. The representatives are:

- a. Junior/Young Rider Representative, who shall:
  1. Be a NEWDA member (21) years of age or under as of December 31<sup>st</sup> of the current year,
  2. Report to the NEWDA Board of Directors to represent and promote all Junior/Young Rider interests.

#### ARTICLE IX – DUTIES OF OFFICERS AND BOARD MEMBERS:

Section 1. The President shall:

- a. Preside over all meetings of NEWDA and of the NEWDA Board of Directors,
- b. Notify the NEWDA Board of Directors (10) days in advance of each meeting and provide a tentative meeting agenda with this notice,

- c. Appoint all committee chairs and representatives with the approval of the NEWDA Board of Directors,
- d. Be an ex-officio member of all committees except the nomination committee,
- e. Make all appointments with the approval of the NEWDA Board of Directors,
- f. Act as representative of NEWDA
- g. Be NEWDA's USDF Delegate.
- h. Act on behalf of the NEWDA Board of Directors in an advisory/support capacity within the chapters upon a request made by any member of the chapter.

Section 2. The Vice President shall:

- a. Perform such duties as may be assigned by the President,
- b. In the absence or incapacity of the President, perform all duties and functions of the office of President,
- c. Chair the Education and Publicity Committee.

Section 3. The Secretary shall:

- a. Take minutes of each meeting of NEWDA and of the NEWDA Board of Directors,
- b. Take attendance at all NEWDA Board of Directors' meetings,
- c. Submit a copy of the minutes to the President for review prior to publication in the newsletter,
- d. Attend to other matters pertaining to meeting procedures as directed by the President,
- e. Attend to all correspondence of NEWDA, and relay all communications to the NEWDA Board of Directors, and/or members of NEWDA,
- f. Prepare, receive and count ballots for election of officers, amendments to bylaws, and other ballots designated by the NEWDA Board of Directors,
- g. At his/her discretion, obtain help from the voting membership for any individual or continuing job necessary for the administration of the business of NEWDA,
- h. Maintain a record of all policies and procedures enacted by the NEWDA Board of Directors.
- i. Maintain the permanent file of NEWDA,
- j. House and oversee distribution of all official NEWDA documents and materials.

Section 4. The Treasurer shall:

- a. Handle all funds received and paid out by NEWDA,
- b. Maintain funds in a bank approved by the NEWDA Board of Directors,
- c. Maintain a complete record of all business transactions and be prepared to report on the financial status of NEWDA at all times,
- d. Prepare and file any necessary tax documents,
- e. Be responsible for maintaining insurance coverage on NEWDA and its events.

Section 5. The Membership Recorder shall:

- a. Maintain a current roster,
- b. Submit membership rosters to USDF as required,
- c. Acknowledge each new and renewed membership by mail,
- d. Inform the NEWDA Board of Directors, the Newsletter Editor, and the Chapter Presidents of any new members by the 15<sup>th</sup> of each month,
- e. Aid the Secretary in other matters pertaining to membership.

Section 6. The Editor of the Newsletter shall:

- a. Produce NEWDA'S newsletter on a schedule determined by the NEWDA Board of Directors,
- b. Provide adequate lines of communication between the NEWDA Board of Directors, local chapters, officers and the general membership.

Section 7. Code of Conduct, Each NEWDA Board of Director shall:

- a. Represent the best interests of NEWDA,
- b. Make decisions to enhance NEWDA's mission and for the benefit of the membership as a whole,
- c. Attend all board meetings of the NEWDA Board of Directors, either physically or by teleconference, and participate in electronic correspondence and voting,
- d. Arrive at meetings prepared, having read supporting materials, ready to engage in thoughtful discussion,
- e. Encourage and respect the input of all board members,
- f. Recognize that the president is the official spokesperson for the NEWDA Board of Directors,
- g. Keep sensitive Board information confidential. The need for confidentiality shall be as determined by a majority of the board or as directed by the president,
- h. Notify the President of NEWDA of any expected absence and provide alternate representation,

- i. Serve as chair of committees as appointed by the President,
- j. Be sensitive to the thoughts and wishes of NEWDA membership.

Section 8. Termination/Resignation:

- a. Each officer, at the expiration of his/her term of office or in the case of resignation, shall transfer all records pertaining to the office to the succeeding officer within two weeks,
- b. Each outgoing officer shall be responsible for providing the incoming officer with a clear outline of the position's responsibilities and current status of Board business.

ARTICLE X – CONFLICTS OF INTEREST:

Section 1. Any possible conflict of interest on the part of any member or officer shall be disclosed to the NEWDA Board of Directors and made a matter of record, either through an annual statement or when a transaction in which an officer or Board member has a conflict of interest becomes a matter of Board action.

Section 2. Any member or officer having a possible conflict of interest on any matter shall not vote or use his/her personal influence on the matter. The minutes of the meeting shall reflect that a disclosure was made and the abstention from voting.

Section 3. The foregoing requirements should not be construed as preventing the member or officer from briefly stating his/her position in the matter, nor from answering pertinent questions from other members or officers since his/her knowledge may be of assistance.

ARTICLE XI – INDEMNIFICATION OF DIRECTORS AND OFFICERS:

NEWDA shall indemnify any and all persons who may serve or who have served at any time on the NEWDA Board of Directors and their respective heirs, administrators, successors and assigns, against any and all expenses, including amounts paid upon judgments, counsel fees and amounts paid in settlements (before or after suit is commenced), actually and necessarily incurred by such persons in connection with the defense or settlement of any claim, action, suit or proceeding in which they, or any of them, are made parties, or which may be asserted against them or any of them, by reason of being or having been a member of the NEWDA Board of Directors, to the full extent permitted by Wisconsin law. To the extent that any one of those indemnified is liable for gross negligence, willful misconduct, or any criminal act, they will not benefit from said indemnification.

ARTICLE XII – MEMBERSHIP INITIATIVE:

Section 1. Whenever (25%) of voting members indicate by written request to the NEWDA Board of Directors that any action be taken, or that any action being taken be discontinued, the President shall submit such request to the voting membership of NEWDA by email/mail ballot or at a special meeting of the general membership. Such ballot shall be mailed no less than (15) days prior to the date on which such ballots must be returned.

Section 2. Whenever (30%) of voting members indicate by written request to the NEWDA Board of Directors that any member of said Board be removed from office, the NEWDA Board of Directors shall submit such request to the voting membership of NEWDA by email/mail ballot. Such ballot shall be mailed no less than (15) days prior to the last date on which such ballots must be returned.

Section 3. If ballots are returned by at least (2/3) of the members who are entitled to vote, and if a majority of the ballots returned declare approval of such request, then the NEWDA Board of Directors shall fulfill the request.

ARTICLE XIII – LOCAL CHAPTERS:

Section 1. Local chapters shall be formed in order to promote the objectives of NEWDA on the local level. The NEWDA Board of Directors shall recognize new chapters, and has the power to dissolve existing chapters.

- a. A majority of the NEWDA Board of Directors shall be necessary to recognize new chapters,
- b. A chapter can petition the NEWDA Board of Director to recognize its dissolution,
- c. A chapter can be dissolved by a vote of a majority of the NEWDA Board of Directors.

Section 2. Local chapters shall elect their own officers for the conducting of chapter business. Elections must be held by October 31<sup>st</sup>. Terms of office shall be from December 1<sup>st</sup> through November 30<sup>th</sup>. The Chapter President

shall also be a member of the NEWDA Board of Directors. The Chapter President will be responsible for reporting on chapter activities and coordinating chapter events.

- Section 3. Eligible chapters shall have (1) or more representatives to the NEWDA Board of Directors, elected by the chapter, as outlined in Article VII.
- Section 4. The Chapter President must notify the President of NEWDA of newly elected officers by November 15<sup>th</sup>. The President of NEWDA must also be promptly notified of any mid-year changes to officers or representatives.
- Section 5. Local chapters shall keep their finances separate from NEWDA's accounts but must abide by the NEWDA Policies and Procedures in the maintenance of those accounts.
- a. Chapters must maintain a bank account,
  - b. Chapters bank account must be maintained under NEWDA's tax-identification number (EIN),
  - c. The NEWDA state treasurer must be an authorized signatory on each such account,
  - d. The Chapter's treasurer must provide the NEWDA state treasurer with all chapter financial information as requested, including information needed for the chapter's financial activities that must be included on the annual reports (form 990) that NEWDA files with the IRS each year,
  - e. The NEWDA Board of Directors may elect to set a maximum amount of funds held over in the chapter's combined accounts at the end of each year. Particulars on this provision will be adopted as part of the NEWDA Policies and Procedures,
  - f. Upon dissolution of a chapter, the Chapter Treasurer shall immediately turn over all remaining chapter funds to the NEWDA Treasurer,
  - g. No chapter shall gift any money amounting to \$500.00 or more to any entity without prior approval by the NEWDA Board of Directors.
- Section 6. Local chapters must hold at least (2) business meetings per year to be recognized by NEWDA, which could include clinics, shows and/or events either sponsored or organized by the chapter.
- Section 7. Local chapters must publish minutes from each business meeting in the newsletter within two (2) months of the meeting, or send a copy of the minutes to each chapter member, the Newsletter Editor and to the President of NEWDA. Meeting minutes must include financial reports.
- Section 8. Local chapters that choose to establish bylaws must have them approved by the NEWDA Board of Directors and on file with the NEWDA secretary.
- Section 9. Local chapters that choose to sponsor any event governed by USEF or USDF must have the approval of the NEWDA Board of Directors. The Vice President of the NEWDA Board of Directors shall be a member on the chapter organizing committee for such an event.
- Section 10. The official flow of communication between the chapter and the NEWDA Board of Directors will be from the Chapter President to the appropriate official on the NEWDA Board of Directors and vice versa. This should not discourage any concerned member from contacting any NEWDA Board member for advice or support.
- Section 11. All chapter officers, like members of the NEWDA Board of Directors, must observe by the NEWDA Code of Conduct outlined in Article IX, Section 7.

#### ARTICLE XIV – DISSOLUTION OF THE NEW DRESSAGE ASSOCIATION, INC:

- Section 1. NEWDA may be dissolved at any time by the written consent of not less than (2/3) of the voting membership. In the event of the dissolution of NEWDA, whether voluntary or involuntary or by operation of law, none of the property of the club, or any proceeds thereof, or any assets of NEWDA shall be distributed to any members of NEWDA. After payment of the debts of NEWDA, its property and assets shall be distributed directly to the United States Dressage Federation, Inc.

#### ARTICLE XV – DISCIPLINARY PROCEDURE:

- Section 1. Any member may be suspended or expelled. Suspension or expulsion of a member will be determined by a majority vote of the NEWDA Board of Directors. Suspension or expulsion shall be for such period of time and shall be subject to such other conditions, as the NEWDA Board of Directors shall determine.



- Section 2. Any member with a grievance may file with the Secretary of NEWDA in a plain and concise statement specifying the alleged acts of unsportsmanlike behavior or misconduct of another. The Secretary shall refer copies of said statement, together with any other pertinent information, to the NEWDA Board of Directors. If a majority of the NEWDA Board of Directors concludes that the complaint has merit and involves the purpose and integrity of NEWDA, the NEWDA Board of Directors shall immediately (within (5) days) notify the member in question. A meeting of the NEWDA Board of Directors shall be scheduled in a timely manner.
- Section 3. Should the member desire to appear and be heard at the meeting of NEWDA's Board of Directors, she/he shall indicate such desire in writing to the President of NEWDA at least (10) days in advance of the meeting date at which time the written complaint and all other pertinent information will be forwarded to them.
- Section 4. The ultimate decision as to whether a member has or has not acted in the best interest of NEWDA shall be determined by the NEWDA Board of Directors;
- a. In the event the NEWDA Board of Directors finds there are not sufficient grounds to support the complaint, the NEWDA Board of Directors shall state with particularity the reasons for dismissing the complaint and the member shall maintain their good standing status and retain all membership privileges,
  - b. In the event the NEWDA Board of Directors votes that a member has not acted in the best interest of NEWDA and determines that they should be declared a "member not-in-good-standing", a determination shall be made as to what sanctions will be imposed on the member. Sanctions which may be imposed are (but are not limited to):
    1. Suspension: A suspended member is prohibited from participation in any NEWDA or chapter activities and/or events for one calendar year from the date of the not-in-good-standing vote, and shall lose all of his/her privileges in the NEWDA organization, including the right to vote, and shall forfeit the dues paid for the year. Such member shall be entitled to reapply for membership after one year.
    2. Expulsion: An expelled member is prohibited from participation in any NEWDA or chapter activities for a period of (5) calendar years from the date of the not-in-good-standing vote, and shall lose all of his/her privileges in the NEWDA organization, including the right to vote, and shall forfeit the dues paid for the year. Such member shall be entitled to reapply for membership after five years.
- Section 5. The NEWDA Board of Directors has the final decision regarding any disagreements related to any contracts or agreements (explicit or implied) between NEWDA and any of its members. Members waive the right to pursue any other remedy.

#### ARTICLE XVII – AMENDMENTS TO BYLAWS:

- Section 1. The NEWDA bylaws may be altered, amended or repealed by vote of the general membership either by ballot via mail/email or by direct vote at the NEWDA annual meeting. Written notice of such bylaw change(s) to be voted upon by the membership shall be given to each member not less than (30) days prior to the meeting at which such change shall be proposed. Written notice of such bylaw change(s) will also be published in the newsletter not less than (30) days prior to the meeting at which such change shall be proposed. A simple majority of the votes cast by the membership will be required for passage of the proposed amendment(s).

NEWDA BYLAWS, DRAFT as approved by the NEWDA Board of Directors on 2/2/13  
PREPARED BY SALLY TIEGS and DEBORAH HEIER