

**BY-LAWS OF  
UPPER MIDWEST ENDURANCE AND COMPETITIVE RIDES ASSOCIATION,  
INC.**

A non-profit corporation duly organized under the Laws of the State of Minnesota  
The original copy of these By-Laws dated 1986 and the Articles of Incorporation are to be found  
in

Volume I (1973-1989) of the UMECRA minutes  
Amended January 18, 1997; January 26, 2002; January 15, 2006; January 20, 2007; January 25,  
2009, January 23, 2010; January 15, 2011; January 19, 2013; January 18, 2014;  
January 23, 2016, January 28, 2017, January 27, 2018, January 19, 2019, January 18, 2020  
January 23, 2021, January 22, 2022 and January 20, 2024

**ARTICLE I  
OFFICES**

Section 1. For purposes of notice and/or publication or service of documents or legal notices; either governmental, administrative, legislative or judicial; the Registered Office of the Corporation shall be c/o Arthur W. Priesz, Jr., Esquire, at 36251 London Trail NE, in the City of Stanchfield, County of Isanti, State of Minnesota, 55080, and the Corporation shall have other such places as the Board of Directors may from time to time determine. (1/26/02 & 1/15/06)

Section 2. The Secretary or designee shall be responsible for annual or periodic renewals of the corporation’s good standing with the Minnesota Secretary of State. (1/23/16) (1/18/20)

**ARTICLE II  
PLACE AND TIME OF MEETINGS**

Section 1. PLACE. All meetings shall be held in the city of Minneapolis, or at such other locations as are designated in the Notice of Meeting.

Section 2. TIME. An Annual Meeting shall be held in January or February of each year commencing in 1986. Election of the Board of Directors and Officers and other general business shall be transacted at such meeting. The first election of Directors shall be at the Annual Meeting of the corporation in 1986, with the present Board of Directors, as provided in the Articles of Incorporation, serving until that time. (1/28/17)

**ARTICLE III  
NOTICE OF MEETINGS, QUORUMS & VOTING**

Section 1. ANNUAL MEETINGS. Written notice of the Annual Meeting shall be published in a report to the members postmarked via U.S. Mail or sent via membership email address at least five business days prior to the meeting and published and posted on the UMECRA website <www.umecra.com>. (1/28/17)

Section 2. SPECIAL MEETINGS. Written notice of a Special Meeting of the corporation stating the time, place and object thereof shall be published in a report to the members postmarked via U.S. Mail or sent via membership email address at least five business days prior to the meeting and published and posted on the UMECRA website <www.umecra.com>. Special Meetings of the Corporation may be called at any time upon request of the President, Vice President, or a majority of the members of the Board of Directors, or upon written request submitted via certified U.S. mail with return receipt requested to the President, Vice President and the Secretary and must be requested by half or more of the endurance/competitive trail rides sanctioned the immediately preceding year/season by its ride managers as listed on its sanctioning application. The Executive Board will promptly decide in which city the meeting will be held. (1/28/17)

Section 3. QUORUM FOR ANNUAL OR SPECIAL MEETINGS. A quorum is determined based upon the presence in person at an Annual or Special Meeting of official voting delegates representing forty percent (40%) of the immediately preceding year/season's sanctioned endurance/competitive trail ride events as recorded by the Secretary, plus the President or Vice President, and at least one (1) Rider Representative. After a Meeting is duly commenced, the absence of a quorum in the meeting room/hall at any meeting may result in adjournment from time to time at the discretion of the President or the Vice President. However, unless the meeting has been so adjourned, the delegates present at a duly called or held meeting may continue to do business until adjournment, notwithstanding the withdrawal of enough members to leave less than a quorum. The President, or in their absence, the Vice President, or in their absence any other person designated from time to time by a majority of the Board of Directors, shall preside at all Annual or Special meetings. (1/28/17) (1/27/18)

Section 4. TRANSACTION OF BUSINESS. Business transacted at all Annual Meetings shall include all purposes allowed under these rules and as accepted by a majority of a quorum of the Board of Directors from its previous fall meeting and at its morning meeting, or as raised and accepted by the President or other person presiding over the Annual Meeting during discussion of "new business" items. Special Meetings shall be confined and limited only to the purposes stated in the call to the Special Meeting. These limitations do not infringe upon the powers enumerated in Article V, herein. (1/28/17)

Section 5. DELEGATES. Each endurance/competitive trail ride sanctioned the immediately preceding year/season, by one of its ride managers as listed on its sanctioning form shall submit the names of its official voting delegates or its authorized alternate voting delegate(s) [also referred to as proxies] to be recorded by the corporate Secretary prior to any meeting of members. Ride managers as listed on their sanctioning form, or as amended, must have actively participated in the management of the sanctioned event. Ride managers of cancelled rides, who have paid their sanctioning fees before the ride has been cancelled and where the cancellation occurred for good cause shown, shall retain voting rights for the next Annual Meeting. (1/27/18)

Section 6. VOTING PROCEDURES AT MEETINGS OF THE CORPORATION. Delegates shall be chosen by each endurance/competitive trail ride sanctioned the previous season or year as follows, including:

- a. The members of the Board of Directors, Officers, Veterinary Representative and Rider Representatives of the corporation shall serve and be accredited as voting delegates of the corporation. However, Advisory Positions on the Board may not serve as voting delegates unless otherwise qualified herein.
- b. Each sanctioned endurance/competitive trail ride sanctioned from the immediate preceding year/season shall be entitled to appoint a single voting delegate for each ride-day of their ride/event. For example, for a ride held over a Friday, Saturday and Sunday, that event shall be entitled to three (3) voting delegates, regardless of whether they have multiple divisions or events on a particular ride day. up to a maximum of seven (7) delegates. Any endurance/competitive trail ride which schedules itself to exceed seven (7) days must apply for as a separate event for those additional days, and in the case of consecutively scheduled events shall be limited to seven (7) voting delegates. Any eligible endurance/competitive trail ride event must have at least one sanctioned event or division on a day for it to qualify as a ride-day for purposes of assigning voting delegates. Additionally, the Board shall reserve the right to confirm appointment of voting delegate(s) to the spirit of this Section, in order to avoid dilution or the artificial increasing of voting delegates by an event organizer or its ride

management (such as the splitting of days at the same ride location time and place in an effort to increase appointment of voting delegates). (1/28/17)

c. Although one person may serve in a combination of the above positions, s/he may exercise only one vote as a delegate. Said delegates shall elect the officers and directors of the corporation and shall, by majority vote of the delegates present at any such meeting, approve rule changes proposed by the Board of Directors or decide whether to permanently adopt interim rules previously made by the Board of Directors, together with such other powers as may be authorized under these By-Laws.

Section 7. CONDUCT OF MEETINGS. Meetings of UMECRA shall be conducted to provide for fair discussion and deliberation in providing for constructive and democratic meetings, to help, not hinder, the business of the Corporation. While decisions shall be taken by the will of the majority, the rights of a minority to be fairly heard shall be provided. For that purpose, Roberts Rules of Order, newly revised, may be consulted to provide for an orderly process. (1/28/17)

#### ARTICLE IV BOARD OF DIRECTORS

Section 1. ELECTION OF DIRECTORS AND SIZE OF BOARD OF DIRECTORS. The property and business of the corporation shall be managed by its Board of Directors. Only official Ride Manager delegates, as listed on the immediately preceding year/season's sanctioning application, as it may have been amended, may be elected as Officers or as Directors, with the following exceptions: the Board position of Veterinarian Representative will be composed of an endurance or competitive ride veterinarian, President (see, Article IV, Section 5, below), Secretary (see, Article IV, Section 7, below) and Treasurer (see, Article IV, Section 8, below). Authorized alternate voting delegates shall not be eligible for election for the purpose of this section. (1/25/09) (1/23/16) (1/18/20)

The Board shall not be less than three in number and not more than sixteen. The Board shall consist of a President, Vice-President, Secretary, Treasurer, immediate Past President, two members elected Board Members at Large, or more as may be determined by majority of the Board of Directors up to a maximum of six, a Veterinarian Representative and up to four Geographic Board Members and four Rider Representatives. (1/23/10) (1/18/20). The Veterinarian Representative will be elected to a two-year term commencing at the January 2008 convention. Each state, or foreign country which maintains a minimum of 25 UMECRA memberships (individuals to count as one and families to count as two) and which hosts a minimum of five sanctioned rides in the preceding year/season, shall be eligible to have an official delegate from that state or foreign country nominated and elected by the official delegates to the general meeting to a two year term as Geographic Board Member. If more than four states or foreign countries qualify, the number of rides shall be the first qualifier for determination of which four geographic areas are eligible, followed by the number of memberships within that state or country. If still tied, the state or foreign country with the largest number of rides over the history of UMECRA shall be given priority.

One, two, or three Directors at Large will be elected each year for two-year terms, to stagger their service, or until their successor shall have been elected at the Annual Meeting by majority vote of the eligible attending delegates. Commencing at the 1997 Annual Meeting, Illinois, Michigan, Wisconsin and Minnesota will initially qualify for Geographic Board Members. Commencing at the 1997 Annual Meeting, Illinois, Michigan's Geographic Board Members will be elected at the Annual Meeting, together with one at-Large Board Member. The Geographic Board positions will be filled for 1997 by current Directors at Large, Monna Radtke and Dianne Kuhn. Their Geographic positions will come up for election at the 1998 Annual Meeting, together with the second at-Large Board position. The Geographic Board Members will be nominated by

voting delegates from their respective states and elected by the voting delegates at large at the Annual Meeting.

In even numbered years four Rider Representatives will be elected by the membership for two-year terms via a ballot process to be determined by the Executive Committee for each election. They will have voting rights and any other privileges relating to Board membership. (1/26/02) (1/20/07) To be eligible for election as a Rider Representative to the Board of Directors, members must be at least 18 years old and have been a UMECRA member for the previous 2 years. (1/18/2014)

Section 2. VACANCIES. Any vacancy occurring on the Board of Directors may be filled by vote of a majority of the remaining Directors or by election at a meeting of the corporation. A Director elected to fill a vacancy shall be elected for the unexpired term of their predecessor in office. If an opening occurs on the Board of Directors because of an election to another position at the Annual Meeting, an election shall be held at that Meeting to fill the unexpired term of the previous office. (1-20-07)

Section 3. BOARD MEETINGS AND NOTICES. The Board of Directors shall meet at least once each year immediately prior to the Annual Meeting of the corporation and at the same place as the Annual Meeting. No additional report or notice either to old or new members of the Board of Directors shall be required for such Annual Meeting or for any regular meeting of the Directors fixed from time to time by resolution of a majority of the Board of Directors. Other meetings of the Board of Directors may be held upon three (3) business days written notice, upon the call of the President or three (3) other Directors; and may be held by conference call at the discretion of the President. Notice may be waived in writing before or after the time of such meeting, and attendance of a Director at a meeting shall constitute a waiver of notice thereof. Neither the business to be transacted at, nor the purpose of any meeting need be specified in the notice of such meeting if called by the President.

Section 4. QUORUM OF THE BOARD. At all meetings of the Board, attendance by a majority of the Directors shall be necessary and sufficient to constitute a quorum for the transaction of business, and the act of a majority of the Directors present at any meeting at which there is a quorum shall be the act of the whole Board of Directors. Provided, however, that if any vacancy(ies) exists for any reason, the remaining Directors shall constitute a quorum for the filling of such vacancy(ies).

Section 5. PRESIDENT.

(a) The President shall be the chief executive officer of the corporation; s/he shall preside at all meetings of the members; s/he shall have general active management of the business of the corporation, and s/he shall see that all orders and resolutions of the Board are carried into effect.

(b) S/he shall execute all bonds, mortgages and other contracts.

(c) S/he shall be ex-officio a member of all standing committees, and shall have the general powers and duties of supervision and management usually vested in the office of president of a corporation.

(d) To be eligible to be elected, a nominee for President: (1/19/19)

1. A current UMECRA Ride Manager or former UMECRA Ride Manager;

2. Who has been a UMECRA Ride Manager during at least three (3) seasons in the past five (5) seasons, or who has been a Delegate in the preceding two (2) years. (1/25/09)

Section 6. VICE PRESIDENT. The Vice President shall, in the absence or disability of the President, perform the duties and exercise the powers of the President, and shall perform such other duties as the Board of Directors shall prescribe.

Section 7. SECRETARY. The Secretary shall attend all sessions of the Board of Directors and of all meetings of the members and record all votes and the minutes of all proceedings in a

book kept for that purpose; and shall perform like duties for the standing or appointed committees when required. S/he shall give, or cause to be given, notice of all meetings of the members and of the Board of Directors, and shall perform such other duties as may be prescribed by the Board of Directors or President, under whose supervision s/he shall be. S/he shall keep in safe custody the seal of the corporation, if any, and when authorized by the Board, affix the same to any instrument requiring it. Due to its requirements and nature, the position of Secretary may be filled by either a current Delegate or a current UMECRA Member with a minimum of three (3) years as a UMECRA Ride Manager. (1/15/11) (1/18/20)

Section 8. TREASURER. The Treasurer shall attend all sessions of the Board of Directors and of all meetings of the members. S/he shall have the custody and maintenance of the corporate funds and securities and shall keep full and accurate account of receipts and disbursements in books belonging to the corporation and shall deposit all monies, and other valuable effects in the name and to the credit of the corporation, in such depositories as may be designated by the Board of Directors. S/he shall only disburse the funds of the corporation as may be ordered by the Board, taking the proper vouchers for such disbursements, and shall render to the President and Directors, at the regular meetings of the board, or whenever they may require it, an account of all her/his transactions as Treasurer and of the financial condition of the corporation. S/he shall provide an annual report for the membership and provide interim reports at the request of the President or Executive Committee. S/he shall give the corporation a bond at the corporations expense if required by a majority of the Board of Directors, in such amount as they may determine, and with one or more sureties satisfactory to the Board, for the faithful performance of the duties of her/his office, and for the restoration to the corporation in case of her/his death, resignation, retirement or removal from office, of all books, papers, vouchers, money and other property, of whatever kind in her/his possession or under her/his control belonging to the corporation. Due to its requirements and nature, the position of Treasurer may be filled by either a current Delegate or a current UMECRA Member with a minimum of three (3) years as a UMECRA Ride Manager. (1/15/11) (1/18/20)

Section 9. NOTES OR BONDS. None of the officers of said corporation shall sign any notes or bonds for others without first securing the written consent of the other officers of the corporation.

Section 10. VACANCIES. If any office becomes vacant by reason of death, resignation, retirement, disqualification, removal from office or otherwise, the Directors then in office, although less than a quorum, by a majority vote, may chose a successor or successors, who shall hold office for the unexpired term of such office.

Section 11. SEAL. The corporation shall have no seal.

Section 12. ORDER OF BUSINESS. The Board of Directors may from time to time determine the order of business at their meetings. The usual order of business at such meetings shall be as follows:

- (a) The meeting is called to order by the president at the time and on the date of the meeting.
- (b) Roll call-quorum being present, the meeting proceeds with business.
- (c) Reading by secretary of minutes of previous meeting and their consideration and approval.
- (d) Report of officers.
- (e) Report of committees
- (f) Consideration of communications.
- (g) Unfinished business.
- (h) New business.
- (i) Motion to adjourn.

ARTICLE V  
POWERS OF DIRECTORS

Section 1. **POWERS.** In addition to the powers and authorities conferred upon them by these by-laws and by statute in the State of Minnesota, the Board of Directors shall have the power to do all lawful acts necessary and expedient to the furtherance of the purposes of this corporation that are not conferred upon the members by these By-laws or by the Articles of Incorporation, or by statute. Such powers shall include, but not be limited to the following: to make such interim rules and the corporation as it may deem reasonable to remove any existing ambiguity, to rule on protests duly presented before it, to investigate and confront management, veterinarians, participants or attendees whose acts or failures to act in a manner or intent contrary to the spirit and responsibilities of participation or attendance in this sport (in the same manner and procedures as with protests), to construe and clarify rules or gaps in rules which may from time to time present an ambiguity.

**SECTION 2. CODE OF CONDUCT.** Upon election or appointment, the Board of Directors and appointees (see Article VI, Section 5) shall sign and abide by the UMECRA Board of Directors Code of Conduct, (see Appendix A) as adopted by the Board from time to time. Failure to do so will result in disciplinary action, and may lead to removal from the Board by the affirmative vote of a majority of the whole Board of Directors. (1/28/17)

ARTICLE VI  
OFFICERS

Section 1. **ELECTION.** When a quorum of the delegates is present at the annual meeting, a simple majority shall elect a president, a vice president, a secretary and a treasurer, all of whom shall be members of the Board. During conventions held in even-numbered years the President and the Secretary will be elected to a two year term. During conventions held in odd-numbered years the Vice President and Treasurer will be elected to a two year term. Said officers shall hold office until their successors are elected and qualified. For purposes of commencement of the staggered terms of the separated Secretary and Treasurer positions, in 2021 the Secretary shall be elected for an initial 3-year term to be followed by 2-year terms commencing in 2024; and, the Treasurer shall be elected to their normal 2-year term commencing in 2021. (1/20/07) (1/18/20) (1/23/21).

Section 2. **OTHER OFFICERS.** The Board may appoint such other committees, officers and agents as it shall deem necessary, from time to time, who shall hold their offices for such terms and shall exercise such powers and perform such duties as shall be determined from time to time by the Board.

Section 3. **OUTGOING PRESIDENT AND TERMINATION OF OTHER OFFICERS.** The outgoing President shall remain on the Board of Directors as an additional director-at-large. Any officer elected or appointed by the Board of Directors may be removed by the affirmative vote of a majority of the whole Board of Directors, with cause pursuant to Article V-Section 2, above, or for cause arising from acts or failures to act in a manner or intent contrary to the spirit and responsibilities of participation or attendance in this sport or to the effective conduct of the business of the Corporation. (1/28/17)

Section 4. **SALARIES.** No member of any committee, officer, or agent of the corporation shall receive a salary.

Section 5. **OTHER POSITIONS.** An Executive Committee of the Board will nominate (a) proposed volunteer Newsletter Editor(s) for a two-year term, commencing in 1997. The Executive Committee will also nominate a proposed volunteer Sanctioning Director and a separate Points-Keeper for a two-year term commencing in 2004. The executive committee will appoint a volunteer webmaster for a two year term commencing January 2006. Commencing in 2012, the

Sanctioning Coordinator and the Newsletter Editor will be appointed to a two year term, these appointments will be made on even numbered years. Commencing in 2013 the Points Keeper and the Webmaster will be appointed to a two-year term made in odd numbered years. (1/15/11) The above shall be subject to an approval vote by a majority of a quorum of the Board. The Newsletter Editor(s), Points-Keeper, Sanctioning Director and Webmaster shall be invited to attend all Board or committee meetings. Duties of these positions are as follow, but are not limited to:

- (a) Newsletter Editor(s) will edit, author and publish at least 10 newsletters per year both electronic and by hard copy.
- (b) The Points-Keeper will keep track of season rider points and division standings and provide them to the Webmaster and Newsletter Editor(s) for publication. Points-Keeper will also keep track of horse and rider mileages seasonally and for lifetime records. The Points-Keeper shall be responsible for record-keeping related to awards at season end, as approved by the Board. (2022)
- (c) Sanctioning Coordinator will work with the AERC Sanctioning Director to sanction and coordinate scheduling recommendations to the Board for UMECRA rides and shall edit and coordinate publishing of the yearly UMECRA ride book.
- (d) The Webmaster will edit, author and publish the website in a timely manner.
- (e) Generally, these positions are advisory and administrative Board positions, and are non-voting. These positions are also subject to the requirements of the traditional duties and standards of responsibility expected of these positions within UMECRA, subject to the authority of the UMECRA Board and as related needs arise within their areas of responsibility.

## ARTICLE VII BOOKKEEPING & BYLAWS

Section 1. INSPECTION OF BOOKS. By written request by certified mail with return receipt to the President and Vice President and with appropriate notice, members shall be permitted to inspect the books of the Corporation at all reasonable times at a time and place set by the Executive Committee. (1/28/17)

Section 2. NEGOTIABLE INSTRUMENTS. All checks and notes of the corporation shall be signed by the Treasurer or the President or Vice President or by such other officers or agents as may from time to time be designated by resolution of the Board of Directors. All expenses in excess of \$2000 shall be approved by a majority of the Board of Directors before being paid. (1/18/20)

Section 3. FISCAL YEAR. The fiscal year of the corporation shall be from January 1 to December 31 each year.

Section 4. AMENDMENTS TO BY-LAWS. These By-Laws may be amended or altered by two-thirds majority of the delegates present at any annual meeting or any special meeting called for that purpose for which a quorum is present.

## ARTICLE VIII MEMBERSHIP

Section 1. ELIGIBILITY. Membership in this organization shall be limited to active members only. Such active memberships shall be granted to individuals, to families and to endurance and/or competitive trail rides.

- (a) All persons shall be eligible for an individual membership.
- (b) Family memberships shall consist of one or more related, or coupled as significant other, adults and/or children of such adults who are less than 18 years of age, all of whom reside in the same household.

(c) Endurance and/or competitive rides shall be granted a membership on proper application approved by the Board of Directors.

(d) Each member shall abide by the rules and regulations established by the corporation.

Section 2. DUES. No endurance or competitive trail ride, individual, or family shall become an active member of this organization unless or until it/s/he shall first pay to the corporation the annual dues which shall be set by the Board of Directors from time to time.

Section 3. RIDER REPRESENTATIVES. Individual members and family memberships of the corporation shall be entitled to vote for the four Rider Representatives who shall serve as delegates to the annual or special meetings of the corporation. Ride managers are not eligible to be elected as Rider Representatives. Family memberships shall be entitled to up to two votes per family membership. (2024)

Section 4. TERMINATION OF MEMBERSHIP. The Board of Directors may by a majority of the whole Board present vote to terminate the membership of any member who has been shown to have conducted himself or herself in a manner which is inconsistent with the goals and objectives of the organization. Thereafter such terminated member shall not be entitled to participate in any corporate functions or other corporate activities in any manner whatsoever.

## ARTICLE IX STANDING COMMITTEES (1/23/10)

Section 1. EXECUTIVE COMMITTEE. An Executive Committee of the Board will be made up of its President, Vice President, Secretary, Treasurer, and Immediate Past President. (1/18/20)

Section 2. INTERNATIONAL COMPETITION FUND COMMITTEE.

(a) A permanent committee is established to fully administer, maintain, guide and keep an international competition fund for fund-raising to assist in supporting UMECRA members who may be selected to participate in or ride managers who host international endurance or competitive ride events sanctioned by the FEI. (1/19/13)

(b) Committee members: The committee shall be made up of five persons as follows: a current UMECRA officer and four members at large to include a chairperson and three others. Preference shall also be given to appointing UMECRA members who are acting as Chef d'Equipe for time zone teams, generally the East or Central or U.S. teams. The committee will be appointed by the UMECRA president.

(c) Committee responsibilities:

1. To prepare guidelines for administration and dispersal of the fund, to be approved by the Board;
2. To prepare plans for fund-raising, to be approved by the Board;
3. To implement Board approved guidelines and plans; and,
4. To furnish an annual report to the Board and membership at the Annual Meeting, to include; financial report, fundraising report, activity/use report.

Section 3. GRIEVANCE COMMITTEE. The Grievance committee shall be comprised of the Board of Directors. The Board of Directors may adjudicate any infraction of such rules and take such action as it deems necessary in relation to that infraction.

Section 4. AUDIT COMMITTEE. The President may, upon the affirmative action of the Board of Directors, designate two or more persons from the membership of the corporation to constitute an Audit Committee, which, to the extent determined by the President, shall have and exercise the authority of the Board of Directors in the auditing of the accounts of the corporation and shall have full access to all books of the corporation in the possession of any Officer of the



corporation. The Treasurer shall submit her/his accounts to the auditing committee and any time within ten (10) business days with their reasonable request. (1/28/17) (1/18/20)

ARTICLE X

The corporation may be wound up and dissolved either voluntarily or involuntarily. If the proceedings are voluntary, they may be conducted either out of court or subject to the supervision of the court. If involuntary, they shall be subject to the supervision of the court. Voluntary proceedings for dissolution may be instituted whenever a resolution therefore is adopted by at least two-thirds of the voting delegates of the corporation present at a meeting of the corporation duly called for that express purpose. The resolution may provide that the affairs of the corporation shall be wound up out of court, in which case the resolution shall designate a trustee or trustees to conduct the winding up, and may provide a method for filling vacancies in the office of the trustee; but such appointment shall not be operative until a certificate, setting forth the resolution and the manner of adoption thereof, signed and acknowledged by the President or Vice President and by the Treasurer shall be filed for record with the Minnesota Secretary of State together with any other requirements under the statutes. (1/23/16) (1/18/20) Upon dissolution, property and assets shall be distributed in accordance with Minnesota Statutes 317.57 and acts amendatory thereto. The Articles of Incorporation shall be amended in accordance with Minnesota statutes 317.27 and acts amendatory thereto.

Acknowledged as the Current & Valid Adopted By-Laws of the Corporation by:

\_\_\_\_\_ Date \_\_\_\_\_  
As its Secretary

\_\_\_\_\_  
Name

\_\_\_\_\_ Date \_\_\_\_\_  
As its President

\_\_\_\_\_  
Name

## Appendix A

# UPPER MIDWEST ENDURANCE AND COMPETITIVE RIDE ASSOCIATION - UMECRA BOARD OF DIRECTORS CODE OF CONDUCT

As an elected or appointed representative of the UMECRA Board of Directors I acknowledge and accept the scope and extent of my duties, as well as my responsibilities as a role model, mentor and ambassador for the sport. I have a responsibility to carry out my duties in an ethical and business-like manner. I have an obligation to act within the scope of my authority, as set forth in the Bylaws of UMECRA. I am entrusted with and responsible for overseeing the assets and business affairs of UMECRA, in an honest, fair, diligent and ethical manner. I may only act within the bounds of authority conferred upon me. I have the duty to make informed decisions. I will enact policies in the best interest of UMECRA and its members. The Board of Directors has adopted the following Code of Conduct.

1. I shall focus on work of UMECRA,
2. I shall communicate with members. I shall seek their opinions on all major issues
3. I shall commit myself to stand by this code of conduct, to maintain a constructive and orderly decision making process, maintain confidentiality and to do my work openly.
4. I shall disclose potential conflicts of interest that I may have regarding any matters that may come before UMECRA and abstain from voting on these matters.
5. I shall abide by majority decisions of UMECRA.
6. I shall be knowledgeable about the members' concerns, and also state and national issues
7. I shall be aware of and abide by the procedural process contained in the UMECRA Bylaws.
8. I shall represent the ideas and desires of members honestly and equally and refuse to substitute that responsibility with my own opinions.
9. I shall act honestly, fairly, ethically and with integrity towards other UMECRA Directors and members.
10. I shall treat all UMECRA elected or appointed board members of the UMECRA with respect and courtesy.

I hereby acknowledge that I have read and understand the UMECRA Code of Conduct. I agree to abide by the UMECRA Code of Conduct.

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Signed

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Date

rev. 12/1/2014

## **Appendix B**

### **Key Definitions for Bylaw Terms**

**DELEGATES:** those members with voting rights (Ride Managers of record, Officers and Board Members of the Corporation and Alternate/Proxy Delegates). Rider only members are not considered as Delegates and as such have no voting rights other than the election of Rider Representatives.

**RIDE MANAGER:** Person(s) listed or amended to the sanctioning form for the immediate preceding year/season who have actively participated in the management and organization of an endurance/competitive trail ride.

**OFFICIAL VOTING DELEGATE:** Each ride's manager(s) as listed on their sanctioning form – one ride manager delegate per day. The members of the Board of Directors, Officers, Veterinary Representative and Rider Representatives of the corporation shall serve and be accredited as voting delegates of the corporation.

**EXECUTIVE COMMITTEE:** President, Vice President, Secretary, Treasurer, and Immediate Past President.

**OFFICERS OF THE CORPORATION:** President, Vice President, and Secretary, and Treasurer.

**IMMEDIATE PAST PRESIDENT:** ex officio Board and Executive Committee member that is entitled to be an official voting delegate if s/he so chooses to sit on the Board.

**RIDER REPRESENTATIVE:** A 2+ year UMECRA rider member at least 18 years of age who has been elected to serve on the Board of Directors by individual and family members. They are also delegates to the annual and special meeting(s). Ride managers are not eligible to be elected as Rider Representatives. Although a ride manager may ride in UMECRA events they cannot be elected to this position. A total of four Rider Representatives are to be elected.

**VETERINARIAN REPRESENTATIVE:** endurance or competitive ride veterinarian, (licensed/certified) who is a UMECRA member and elected by the delegates at annual meeting to serve on the Board of Directors. The Veterinarian Representative is also a delegate to the annual and special meeting(s).

**AUTHORIZED ALTERNATE VOTING DELEGATE (Proxy)**  
UMECRA member who has been selected by a ride manager of record to represent an endurance/competitive trail ride during annual or special meeting(s). The corporate Secretary shall receive notice and record prior to the meeting, the names of the authorized alternate voting delegate(s) [also referred to as proxies]. Authorized alternate voting delegates shall not be eligible for election for the purpose of this section.

**RIDER ONLY MEMBERS:** Individual and family members not associated with the official management of any ride or serving on the Board of Directors. They are referred to as Rider Only members and are not entitled to vote on any interests of the Corporation with the exception of the election of Rider Representatives.

**ONE PERSON-ONE VOTE:** Although one person may serve in a combination of the positions listed above, s/he may exercise only one vote as either an Official Voting Delegate or as a Rider Only member.

(1/19/19) (1/18/20)