BOD Meeting
Madison, WI
December 5, 2009

Attending Meeting:
Rick Nelson, Peggy Brush, Sharon Hahn, Wayne Gastfield, Max Bernsdorf, Joslyn Seefeldt, Angie Mikkelson, Lynn Reichert, Dianne Schmidt, Tony Troyer, Linda Jacobson, Dawn Haas, Julie Jackson-Biegert, Marty Powers, Wes Elford, Jill Feller

Meeting called to order by Rick Nelson.

Secretary report: was previously distributed via email. Motion made by Wayne to accept, seconded by Peggy; motion passed

Treasurer's report: balance sheet and profit & loss information was presented. Motion made by Dianne to accept report as presented seconded by Wayne; motion passed

Rick recently attended the awards meeting for MDDA. At the meeting MDDA presented UMECRA with a check for $300 for the scholarship fund. The money will be sent to the Community Foundation of Southern Wisconsin (the organization who manages the UMECRA scholarship program).

Old Business:

- **Elevator rides:** Tabled from spring meeting: Theresa did not have any time to work on this since spring so no action was done. There does not appear to be any interest in allowing elevator rides at this time, but the BOD will pursue this issue again in spring of 2010.
- **Membership committee**: Marty is the chair of the committee; she explained what she had done such as articles in the NL, asking members what they want, having a rider at each ride accepting memberships, etc. Should we have a day-member membership similar to AERC? The fees won't help to increase membership; we need more education on the sport to attract members. Angie said that for points it would not be a problem to have every rider be a member vs. some are and some are not members; in fact she feels it might be easier. Will we need a membership card? Is there a reminder system to remind members to renew at this time? Yes- the newsletter will have a *** on the address label if the members renewal is still outstanding.
  - Should we do a novice kit for novice leaders so they understand what they should be doing when leading the rides? There seems to be some confusion on with leaders.
  - We could put some information in the RM packages that are sent out- this may be a good start for increasing memberships.
  - UMECRA could sponsor some clinics: Most state organizations do this right now. WI ran at least four clinics last year. Do we have a publicity committee to do the advertising? Let's bring ideas to the January BOD meeting with ideas on how present clinics in the different states.
  - Should we have a go-to person at each ride to educate new people? This idea was discussed, but no action was done.
  - **Membership cards**: Do we need/want these? What will they be used for? This may make it easier to track points, but we will also need horse numbers. Motion made by Wes to make membership cards with numbers; seconded by Julie Jackson-Biegert. Motion passed.
- **SOP**-Standard operating procedures. There has been no action on this subject. It would take a lot of time to go back through all of the old minutes to find procedures to write up. It was decided that we only do new procedures going forward and make a page on our website so the procedures are available to all members.
- **Finance Update:** no finance update at this time other than the profit and loss report and balance sheet that was previously presented.
- **Awards:** anyone wanting a jacket this year is paying an additional $20.00 to help cover the costs of the award. First time winners would receive jacket without cost but this was not done this year. Most award winners have already paid the extra money and it may be hard to go back now and change it. Going forward, a motion was

made by Dawn, seconded by Wayne, that first time award winners would receive a UMECRA jacket at no additional cost to the award winner. Motion passed.

- **Insurance:** Jill communicated that the insurance company does not have a cost for our insurance yet however they did not foresee any sort of increase for next season. The exact costs for the insurance will not be known until the application is completed and the ride dates and additional insured are submitted to the insurance company. Motion made by Dianne that UMECRA pays ½ of insurance of those rides who accept our insurance and the rides pay all of additional insured costs (same as this past ride season) for the 2010 ride season. Seconded by Dawn. Passed.

New Business:

- **Appointed positions:** A discussion was held that the appointed positions on the BOD, webmaster, NL editor, points keeper and sanctioning coordinator all be appointed in the fall meeting instead of at the convention. The earlier appointment would allow these new members to start working with those leaving the positions and be more involved by the time the new season preparation work begins in January and February. Motion made by Wayne to move the appointed positions to fall, seconded by Peggy. Motion passed.
- **NC- 2011:** Jill presented a proposal from DRAW to host a National Championship ride in fall of 2011. The ride would be the last weekend in September and there could be an impact on several rides in the Midwest. DRAW would like UMECRAs assistance and sanctioning of the ride, but would need an answer now and not wait until next year. Motion was made by Peggy, seconded by Marty to have UMECRA step up and help DRAW with organizing the NC ride in 2011 and then split the finances (losses or gains). Any money gained from this ride will be put into the trail fund. Motion passed. Several members of the BOD offered to assist with finding sponsorships for the ride: Peggy, Julie, Wes, Tony. Motion made by Dawn, seconded by Peggy to allow UMECRA to sanction this ride in 2011; Motion passed.
- **Rookie issue:** two riders want to be rookies this year but did not nominate themselves until the end of the year. These riders were never in the standings all year and never asked anyone about nominating. The Rookie information is not in the ride book but it is on the website and all the nominated rookies did find the information. There were three people who nominated for competitive rookie; this would add two more to the people if their nominations are accepted at this late date. The standings were in the NL and online so all members could view them. Motion was made by Wes and seconded by Dianne to accept these late nominations for Rookie-of-the-Year. Motion was defeated. A motion was made and seconded to create a 'certificate of achievement' to present to them at the awards ceremony sent to them. This motion passed.
- **Convention updates:**
  - **2010-** No updates to report; Elinore has not gotten back to Rick with any information. Speakers will be Dr. Beecher's- ethics of endurance ride. Dean Peterson, Tracy Busalacchi and Wes Elford will talk also and hold an open discussion. The convention is January 23 & 24 in Oconomowoc at the Olympia Resort. A call was put into Elinore to respond with information on convention; as of the end of the meeting, our call had not been returned. *Information regarding the convention in 2010 has been distributed to members since this meeting*.
  - **2011-** The convention will be held at the Ramada Inn on January 13 & 14th in Rochester, MN: Dianne will be the convention manager.
  - **2012-** Tony Troyer and Rick Nelson will be hosting the 2012 convention in Rockford, ILo the second or third weekend in January (the exact date has not been set yet). Discussion was held as to when the 40th anniversary of UMECRA really is in 2011 or 2012; the final word is that we will be celebrating the 40th anniversary of UMECRA at the 2012 convention in Rockford, IL.
- **Discussion was held** as to where the conventions should be held. Years ago, a corridor was created so the conventions remained in the most central location for all members. This corridor is between Rockford, IL and Wisconsin Dells, WI. Dianne made a motion which was seconded by Sharon that the convention site should be decided by merit and not by location. Friendly amendment: needs to be approved two years ahead of time. This means that anyone who wanted to host the convention would put in a bid at least two-years in advance to the BOD for approval. There would be corridor and the convention could be held at any location. Motion passed. This motion will be presented at the annual meeting for approval by the voting members.

- **Year end award updates:** Awards have been ordered. Any member who wants a jacket for an award is required to pay an additional $20. Maxine Bernsdorf has worked on the awards along with Angie and Lynn who have worked hard on the awards and came up with some new ideas to stay within the awards budget.
- **Trail request:** JoAnn Gernant has requested that UMECRA pay $300 for a full-page ad in the Illinois Trail book for advertising. All profits from the selling of the books goes into the Illinois trail fund. Motion made by Dianne, seconded by Maxine to get an ad for $300 to JoAnn for the IL Trail book. Motion passed; the money to pay for this ad will be provided from the general fund and not the trail fund since this would fall under advertising. Angie volunteered to create an ad to send for the book.
- **Sanctioning changes:** (attachment A)
  - Ride Sanctioning Guidelines: Shelly presented the ideas that both her and Theresa put together for the new sanctioning rules. The handouts were color coded to show the suggested changes. Motion- Peggy: 2nd- Marty- to readdress this at the morning meeting at the move this to annual meeting so we all have time to read through the documents and consider the changes.
- **By-laws:** (attachment B)
  - The by-laws were not being changed, but information was being moved from one area to another within the by-laws. There is a section in the by-laws that refers to 'standing committees' and this is where some or the reorganizing is going. Motion was made by Marty, seconded by Dawn- to accept the proposed bylaw changes to reflect the standing committees consisting of Executive, audit, grievance, international, bylaws committee. Motion passed. There were a few other minor housekeeping items that need to be fixed: Theresa will work on these before the convention in January.
- **Rule Change:** (attachment C)
  - Some of the suggested rule changes do not need to be voted upon as it is just incorporated into rules as we follow AERC rules.
  - **Rest breaks:** One rule that was discussed was the definition of rest break- is it the whole hold or just a rest room break? Other organizations have the exact wording of restroom break vs. rest break. Motion was made by Dawn and seconded by Wes to take these proposed changes the general meeting in January for a decision. Motion passed.
  - **Boots:** Motion made by Julie, seconded by Dawn to accept wording as written in the proposed rules: 2nd- Dawn. Passed
  - **Drivers:** Motion made by Peggy, seconded by Julie to accept new rule as written. Passed.
- **General Rules:** (attachment D)
  - **Measuring trails:** Motion made by Jill, seconded by Peggy to accept rule about measuring trails as presented. Passed
  - **Rider requirements:** Motion made by Jill, seconded by Peggy to accept rule as presented. Passed.
  - **Protests:** Motion made by Dawn, seconded by Wes to raise cost of protest from $25 to $50. Motion failed.
- **LD Weight Divisions:** should we make weight division for Limited Distance? Is this tied to keeping members in the sport as more members/riders would get ribbons and points? Motion made by Peggy, seconded by Wes to accept weight divisions in LD. Motion defeated 6/4.
- **Rider fee:** The money used to purchase year-end awards is based on the number or riders who rode in UMECRA rides the previous year and the amount of rider fees that were collected. If UMECRA wants to continue to award nice awards, this amount of money needs be increased. A motion was made by Dianne, seconded by Dawn to raise the rider fees for rides from $1.50/rider to $2.50/rider. Motion passed. *Note: AERC will also be raising the rider fee; their increase will be $3.00/rider.*
- **Ride Managers:** The agenda for the annual meeting needs to be posted BEFORE the meeting to allow ride managers and voting delegates time to discuss any issues before having to vote. The minutes from this meeting will be posted on the website for all members to access. The agenda will also be posted on the website and available before the annual meeting.
- **High Point AHA:** AHA has presented a UMECRA member with this high point award. According to AHA, the points should include rides outside of UMECRA. Should we include any rides outside of UMECRA for points? Regional AHA ride is in UMECRA so the rider gets UMECRA points; if ride is outside of UMECRA- rider should not get points towards this award? Problem is that our UMECRA riders want UMECRA points. Tony Troyer stated that he talked to a representative at AHA and they said we do not need to follow 3rd rule of AHA which states that rides outside of UMECRA would get points for miles only, as far as using *any* ride. UMECRA can use the

same points system as we do for ALL other awards. Tony suggested that UMECRA apply for award and keep it coming in to our organization. Motion made by Peggy, seconded by Rick that if we only do UMECRA sanctioned rides we accept this award. There would be an award for both pure bred & Part-bred high point awards. Passed.

- **Ride schedule:** Shelly presented the tentative ride schedule for 2010 for review. Motion was made by Dawn and seconded by Jill to accept changes to ride schedule and bring to annual meeting. Passed.
- Motion made to adjourn meeting.

Respectfully submitted by
Jill Feller
UMECRA Secretary/Treasurer

Attachment A
Sanctioning Guidelines

Summary of proposed Guideline changes

- Convert the following guidelines into rules:

  - Sanctioning and scheduling of rides should shall be conducted in a fair and equitable manner.
  - A ride proposed for an "open" weekend on the schedule is placed on the proposed schedule for approval by the Board and consequent delegate vote at the annual meeting
  - A proposed ride 301 miles or more from an existing ride (as measured by Mapquest.com) is placed on the proposed schedule for approval by the Board and consequent delegate vote at the annual meeting
  - A proposed ride less than 301 miles (driving, as measured by Mapquest.com) from an existing ride moves on to delegate vote after one of the following:

    1. Existing ride manager(s) give written approval, or
    2. The Board approves the ride for inclusion on the proposed schedule at the fall meeting

  - Agreements between ride managers on sharing/alternating a weekend or a 100-mile event should be submitted in writing to the Sanctioning Coordinator
  - In case of ride cancellation, a ride manager should contact the Sanctioning Coordinator and/or Secretary as soon as possible. These UMECRA positions will disseminate information to the Board and membership
  - Ride managers may receive a refund and/or not be billed for their base group insurance costs if the Secretary receives notice seven (7) or more days before the ride takes place
  - Ride managers canceling for one year retain their delegate vote at the next annual convention
  - Ride managers canceling two years in a row forfeit their second year's delegate voting rights
  - Guidelines for 100 mile rides-remove from guidelines and rules?

<u>Summary of Rule Changes</u>

- The UMECRA Sanctioning Coordinator shall act as the primary contact for all correspondence regarding ride sanctioning.
- Add Sanctioning Coordinator duties
- Replies between the Sanctioning Coordinator, Board, and membership regarding Sanctioning issues shall occur within seven (7) days of the initial correspondence.
- Repeal the $10 new ride fee?
- Publish sanctioning fees in a schedule at end of document so they are easy to find and edit?
- See converted guidelines above

BOLD items have been added from guidelines or for clarification.

Yellow items require further discussion by the Board.

SANCTIONING REQUIREMENTS

1. UMECRA RULES

<u>General Duties of the Sanctioning Coordinator</u>

The UMECRA Sanctioning Coordinator shall act as the primary contact for all correspondence regarding ride sanctioning.

Sanctioning and scheduling of rides should shall be conducted in a fair and equitable manner.

Replies between the Sanctioning Coordinator, Board, and membership regarding Sanctioning issues shall occur within seven (7) days of the initial correspondence.

The duties of the Sanctioning Coordinator shall include: facilitation of sanctioning correspondence between The Board, ride managers, and the membership, organization and communication of the ride schedule, and publication of the annual Ride Book.

<u>Ride Sanctioning</u>

D. The current year's ride schedule will be the precedent for the succeeding year**, using Memorial Day and Labor Day as the scheduling anchors.**

Generally, rides will be given the same weekend as the past year. If these dates do not work, it is ~~up to~~ the ride manager's responsibility to notify the Sanctioning Coordinator immediately.

~~The~~ ride manager and alternate manager(s) ~~(if there is one)~~ must be AERC members. The veterinarians must also be AERC members (a special non-voting AERC membership for veterinarians is available.)

For rides previously on the schedule, In November of each year, the Sanctioning Coordinator shall contact ride managers with the following: 1) the proposed ride ~~date calendar~~ schedule for the next ride season, 2) ride insurance forms, 3) order form for ride supplies, 4) confirmation of ride manager contact information, 5) sanctioning fee information, and 6) a timeline for creation of the upcoming year Ride Book.

B. Ride **m**anagers must announce their mileage to the UMECRA **S**anctioning **C**oordinator at least seven (7) days before the annual meeting; otherwise, they **will** receive the same mileage as the previous year.

The names of official delegates to the annual meeting must be submitted in writing to the UMECRA **S**ecretary prior to the meeting (cut-off date to be announced**).**

E. Once the schedule is finalized at the annual meeting, no new rides may be scheduled except with Board approval. ~~Any~~ Rides seeking approval by Board vote must meet one of the following criteria:

- **~~either~~ Be proposed for ~~on~~ an open date**
- **Be 301 miles or more from an already scheduled ride (as measured using Mapquest.com)**
- **If less than 301 miles from an already scheduled ride (as measured using Mapquest.com), have written approval of those ride manager(s)**

Rides are to be sanctioned by approval of the Board at least 90 days before the date of the ride or at the annual meeting.

Changes to a scheduled ride must be submitted to the Sanctioning Coordinator for Board approval ~~made~~ 60 days in advance of the ride start date.

Sanctioning votes by the Board can be taken via email. Members without email will be contacted by the UMECRA President.

F. New rides will be given priority in order of application. The $10 surcharge for new rides will be in effect.(discuss-remove?)

G. The Board will attempt to limit the number of rides to three per weekend. ~~No ride may be scheduled or rescheduled for any reason on the same date as another ride without the approval of the originally scheduled ride/rides.~~

Two or more rides held on a regular schedule in alternate years shall be considered a single ride for purposes of determining scheduling precedence and delegate voting. The ~~Board and the~~ Sanctioning Coordinator must be informed in writing that their rides will rotate. The Sanctioning Coordinator will then inform the Board of this agreement.

Ride managers wishing to add a 100 mile ride to their schedule should consider contacting the existing 100 mile ride manager and working out an alternating schedule. Any agreement arrived upon should be ~~put in writing and~~ submitted in writing to the ~~UMECRA Board and the~~ Sanctioning Coordinator for future reference. The Sanctioning Coordinator will then inform the Board of this agreement. The Board does not need to approve the agreement.

100 Mile Rides. The Board hopes that there be 3 weekends before or after an existing 100 mile ride within 400 miles radius of the existing 100 mile ride.(discuss-remove?)

The 100 mile ride must be offered on a consistent basis to be considered an existing 100 mile ride. A ride offering a 100 mile ride on either even or odd years will be considered offering the existing ride on a consistent basis.(discuss-remove?)

H. No more than one 100-mile one-day ride will be scheduled on any one weekend closer than 800 miles apart. Preference will be given to the existing 100-miler.(discuss-remove?)

I. Rider points will only be given for mileage which the ride applied for, or for which notice of a mileage change has been made ***at least*** 60 days in advance.

J. Reject rides or other fun rides shall not be considered point**-**eligible rides.

K. If a UMECRA sanctioned ride offers novice classes, all fees and rules shall be observed. Novices are only eligible for year-end awards in the competitive novice division or other awards where the criteria specifically states that novice rides shall count. Novice mileage shall count for chevrons and horse mileage, but shall not be considered in determining eligibility for Restricted Mileage awards.

<u>Fees</u>

Yearly fees per ride are $40, with a surcharge of $10 for a first-year ride (place in appendix so more easily found?). **These fees entitle ride managers to** ~~This includes~~ ride supplies and a prorate share of printing and mailing of the ride brochure.

If a ride organization or manager sponsors more than one event per year, the $40 fee applies to each ride.(Make its own bullet? Place $40 in appendix?)

There is also a fee of $1.50 per starting rider.(Make it own bullet and place in appendix?)

Ride Cancellations

In the event of a forced cancellation, the ride manager ~~is asked to :~~ shall report the cancellation to the UMECRA ~~President, Vice President,~~ Sanctioning Coordinator or Secretary as soon as possible.

The Sanctioning Coordinator or Secretary shall notify the UMECRA Board, Newsletter Editor and ~~the UMECRA~~ Website Editor in writing as soon as possible.

The Sanctioning Coordinator or Secretary shall notify the AERC office as soon as possible, if applicable.

Ride managers who are forced to cancel their ride shall not receive a refund on sanctioning fees, but ~~they~~ may receive a refund on their base group insurance fees if ~~sufficient~~ notice was received seven (7) days or more before the start of the ride. Fees for "additional insureds" will not be refunded.

Ride managers of canceled rides shall retain voting rights for one year.

Ride managers who ~~are forced to~~ cancel their ride two years in a row will be asked by the UMECRA President to give up their ride date (unless significant reasons are presented to retain that date.) Ride managers canceling two years in a row shall forfeit their ride's voting eligibility for the second year.

2. AERC (ENDURANCE and LD ONLY)

A. Ride managers are responsible to apply for **AERC** sanctioning. ~~in AERC~~. Sanctioning requests should be sent to the regional sanctioning director a minimum of 120 days before the ride for approval, and the approved application must reach AERC 90 days prior to the ride. Current sanctioning fees and forms can be found on the AERC website at www.aerc.org.

There is also a surcharge for each non-AERC member entering a ride. (This includes limited distance riders.)(make own bullet?)

B. Endurance rides must be at least 50 miles per day, but not more than 150 miles. Special event rides (Pioneer and multi-day rides) are series of rides on consecutive days -- a minimum of three days and at least 155 miles. Special Qualification rides are rides with entry qualifications other than those contained in AERC rule #3. Special event and special qualification rides shall require approval of the AERC Board of Directors for sanctioning for the first two years. These rides must contact the AERC office with their request. The online sanction form may be used, plus the ride manager must inform the AERC office that this is a Special Event or Special Qualification Ride request. Limited distance rides (at least 25 miles, but not more than 35) may also be offered but must be held in conjunction with an AERC endurance ride, if AERC sanctioning is sought.

3. REPORTING

A. UMECRA ride results, per rider reporting fees, and insurance fees must be sent to the **S**ecretary postmarked within 14 days **of the completion of the ride**, with a penalty of $50 for non-compliance and denial of re-sanctioning the following year if the penalty is not paid.

Every rider who starts will be reported according to divisions (heavyweight, lightweight and junior). Riders who have signed up as AERC featherweights, lightweights or middleweights must be assigned to either UMECRA lightweight or heavyweight divisions. DO NOT list UMECRA weight divisions on AERC report forms. The AERC weight division must be determined at the time of entry. (Make own bullet?)

B. AERC results ~~will~~ **shall** be sent directly to AERC headquarters on forms provided (provided by who?).

C. Both sets of results must be accompanied by the respective UMECRA sanctioning fees as specified (say see appendix?).

~~Strikeout text will be removed.~~ Most strikeout text is being moved to Sanctioning Rules . . .

Bold text is added.

Proposed changes to Ride Sanctioning Guidelines

~~For rides previously on the schedule, In November~~ **~~of each year~~**~~, the Sanctioning Coordinator will give notice to the ride manager~~**~~s~~** ~~of the proposed ride date~~ **~~calendar~~** ~~for the next ride season. Generally, rides will be given the same weekend as the past year. If these dates do not work, it is up to the ride manager to notify the sanctioning coordinator immediately.~~

~~The current year's schedule will be the precedent for the succeeding year, using Memorial Day and Labor Day as the scheduling anchors.~~

Annual scheduling by the **S**anctioning **C**oordinator must take a variety of factors into consideration, including: holidays, scheduled national championships, ride lengths, the changing calendar, and personal ride manager situations.

~~Sanctioning and scheduling of rides should~~ **~~shall~~** ~~be conducted in a fair and equitable manner.~~

Ride managers are encouraged to work out "one time only" changes with other ride managers. The UMECRA Sanctioning Coordinator ~~as well as~~ **and** the UMECRA Board of Directors are ~~also~~ encouraged to accept "one time only" changes that have been worked out equitably between ride managers without setting a scheduling precedence.

"Open" weekends should be carefully considered before they are assigned as ride dates, as those weekends are not always available from year to year.

~~Sanctioning votes by the Board can be taken via email. Members without email will be contacted by the UMECRA President.~~

New rides should contact the **S**anctioning **C**oordinator with a proposed new ride and date(s) as soon as possible. The **S**anctioning **C**oordinator will fit them into the schedule using the UMECRA and AERC sanctioning rules if appropriate. ~~Generally speaking, rides within UMECRA taking place on the same date should be at least 300 miles apart.~~

~~Two or more rides held on a regular schedule in alternate years shall be considered a single ride for purposes of determining precedence and delegate voting. The Board and the sanctioning coordinator must be informed in writing that rides their rides will rotate.~~

~~100 Mile Rides. The Board hopes that there be 3 weekends before or after an existing 100 mile ride within 400 miles radius of the existing 100 mile ride.~~

~~The 100 mile ride must be offered on a consistent basis to be considered an existing 100 mile ride. A ride offering a 100 mile ride on either even or odd years will be considered offering the existing ride on a consistent basis.~~

~~Ride managers wishing to add a 100 mile ride to their schedule should consider contacting the existing 100 mile ride manager and working out an alternating schedule. Any agreement arrived upon should be put in writing and submitted to the UMECRA Board and the sanctioning coordinator for future reference – Board does not need to approve this agreement.~~

Ride Cancellations:

Scheduled rides may have to be canceled for a number of reasons, including but not limited to ~~the following~~: trail conditions, trail availability, weather, ride manager health**,** and family deaths.

~~In the event of a forced cancellation, the ride manager is asked to : report the cancellation to the UMECRA President, Vice President, Secretary or Sanctioning Coordinator as soon as possible.~~

~~2. **The Sanctioning Coordinator or Secretary shall** notify the UMECRA Newsletter Editor and the UMECRA Website Editor in writing as soon as possible.~~

~~3.**The Sanctioning Coordinator or Secretary** shall notify the AERC office as soon as possible if applicable.~~

~~4. Ride managers who are forced to cancel their ride shall not receive a refund on sanctioning fees, but they may receive a refund on their insurance fees if sufficient notice was received. Fees for “additional insureds” will not be refunded. Ride managers of canceled rides shall retain voting rights for one year.~~

~~5. Ride managers who are forced to cancel their ride two years in a row will be asked by the UMECRA President to give up their ride date (unless significant reasons are presented to retain that date.) Ride managers canceling two years in a row shall forfeit their ride’s voting eligibility for the second year.~~

Attachment B
By-Law Changes

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

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., Attorney at Law, 1824 – 320th Street, in the City of Ivanhoe, County of Lincoln, State of Minnesota, 56142, and the Corporation shall have other such places as the Board of Directors my from time to time determine. (1/26/02 & January 15, 2006.)

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 of each year commencing in 1986. Election of directors 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, as provided in the Articles of Incorporation, serving until that time.
NOTICE OF MEETINGS
Section 3. ANNUAL MEETINGS. Written notice of the Annual Meeting shall be published in a report to the members at least five days prior to the meeting.
Section 4. 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 at least five days before such meeting. 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 to the president, vice president or the Board of Directors by twenty (20) or more members.
Section 5. QUORUM. The presence in person of twenty (20) or a majority, whichever is the lesser amount, of the delegates to a meeting shall constitute a quorum for the transaction of business. In the absence of a quorum any meeting may be adjourned from time to time. 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 his 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.
Section 6. TRANSACTION OF BUSINESS. Business transacted at all Special Meetings shall be confined to the purposes stated in the call to the Special Meeting.
Section 7 DELEGATES. Each manager of a endurance/competitive trail ride shall submit the names of its official voting delegates or its authorized alternate voting delegate(s) to be recorded by the corporate secretary prior to any meeting of members. (See, Article VII, herein.) The corporate officers (excluding Newsletter Editor[s], Points-Keeper, Sanctioning Coordinator, and Webmaster), board members, Veterinary Representative, and Rider Representatives also will serve as voting delegates. However, while they may hold more than one of these positions at a time, they may only cast one vote. Only voting delegates may vote on business presented at a meeting.

ARTICLE III
BOARD OF DIRECTORS

Section 1. ELECTION OF DIRECTORS. The property and business of the corporation shall be managed by its Board of Directors. Only Delegates 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, and President (see, Article III, Section 5, below.) Authorized alternate voting delegates shall not be eligible for election for the purpose of this section. (1/25/09)
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 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 four geographic board membership and ***four rider representatives.*** 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 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 attending delegates at the convention. Commencing at the 1997 convention, Illinois, Michigan, Wisconsin and Minnesota will initially qualify for geographic board members. Commencing at the 1997 convention, Illinois, Michigan's geographic board

members will be elected at the convention, 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 convention, together with the second at-large board position. The geographic board members will be nominated by delegates from their respective states and elected by the voting delegates at large at the general meeting.

In even numbered years four rider representatives will be elected by the membership for two-year terms. They will have voting rights and any other privileges pertaining to Board membership. (1/26/02) (1-20-07)

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 his 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. MEETINGS AND NOTICE. 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 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 days written notice, upon the call of the president of ***or*** other Director. 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.

Section 4. QUORUM. At all meetings of the Board, 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 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: must be present and a Delegate to the meeting at which the election is held, must be:

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/TREASURER. The Secretary/Treasurer 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 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. S/he shall have the custody 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 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 Secretary/Treasurer and of the financial condition of the corporation. S/he shall give the corporation a bond 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. Costs of such a bond shall be borne by the corporation.

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. AUDITNG 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 auditing 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 of the officers of the corporation. The Secretary/Treasurer shall submit her/his accounts to the auditing committee and any time at their request.~~

Section 13. ***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:

(1)The meeting is called to order by the president at the time and on the date of the meeting.
(2) Roll call-quorum being present, the meeting proceeds with business.
(3) Reading by secretary of minutes of previous meeting and their consideration and approval.
(4) Report of officers.
(5) Report of committees
(6) Consideration of communications.
(7) Unfinished business.
(8) New business.
(9) Motion to adjourn.

ARTICLE IV
POWERS OF DIRECTORS

Section 1. POWERS. In addition to the powers and authorities conferred upon them by these by-laws, 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 are contrary to the spirit and responsibilities of participation or attendance in this sport (in the same manner and procedures as with protests), to construe rules which may from time to time present an ambiguity.

ARTICLE V
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, and a secretary/treasurer, all of whom shall be members of the Board. Commencing at the January 2008 convention the President will be elected to a two year term. Commencing at the January 2007 convention the Vice President and Secretary/Treasurer will be elected to a two year term. Said officers shall hold office until their successors are elected and qualified. (1-20-07)

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.

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 (~~made up of its President, Vice President, Secretary/Treasurer, and Immediate Past President~~) 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. The above shall be subject to an approval vote by a majority 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 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.

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 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 VI

Section 1. INSPECTION OF BOOKS. Members shall be permitted to inspect the books of the corporation at all reasonable times.

Section 2. NEGOTIABLE INSTRUMENTS. All checks and notes of the corporation shall be signed by the Secretary/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.

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.

ARTICLE VII
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. ~~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 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 as many votes, up to a maximum of two per family membership as there are adults within the family unit.
Section 4. VOTING PROCEDURES AT MEETINGS OF THE CORPORATION. Delegates shall be chosen by each ride as follows:
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 Ride membership 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. However, the ride must have at least one sanctioned event or division on a day for it to qualify as a rideday 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 splitting of days at the same ride location time and place in an effort to increase appointment of voting delegates.
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 5. TERMINATION OF MEMBERSHIP. The Board of Directors may by a majority of the entire board vote to terminate the membership of any member who has been shown to have conducted himself 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 VIII

Standing Committees

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.
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 international endurance or competitive ride events sanctioned by the FEI.
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 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 general 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 auditing 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 of the officers of the corporation. The Secretary/Treasurer shall submit her/his accounts to the auditing committee and any time at their request.

ARTICLE IX

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 of 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 twothirds

of the 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 Secretary/Treasurer shall be filed for record with the secretary of State.
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.

Attachment C
Rules

ENDURANCE RULES
7. The normal criterion for advancement shall be a pulse of 68 to be met at all regularly scheduled vet checks within 30 minutes. Respiration shall be taken and recorded but shall not normally be used as a criterion for advancement; however the setting of veterinary parameters including but not limited to pulse and respiration shall be determined by the head veterinarian. Since the ambient conditions are of prime concern in the setting of parameters, these parameters should not be finalized more than 24 hours prior to ride start.
7. The setting of judging parameters, including but not limited to pulse and respiration, shall be determined by the head control judge. Since the ambient conditions are of prime concern in the setting of parameters, these parameters should not be finalized more than 24 hours prior to ride start. Respiration should be evaluated on its own merit.
8. The “gate into a hold” type check is mandatory at all vet checks.
A. A rider entering a vet check may ***must*** present his horse for p/rs at any time within 30 minutes
B. Horses passing the P/R parameters shall remain at the check area for the time specified, but a minimum of 20 minutes**.**
13. There shall be weight divisions as follows: Lightweight - 179 pounds and under; heavyweight - 180 pounds and over WITH TACK. All heavyweight riders must ***may*** be weighed with tack prior to the ride.

LIMITED DISTANCE RULES
14. The normal criterion for advancement shall be a pulse of 68 bpm to be met at all regularly scheduled vet checks within 30 minutes. However, the setting of veterinary parameters, including but not limited to pulse and respiration, shall be determined by the head veterinarian. The minimum pulse rate criteria shall be 60 bpm. Respiration should be evaluated on its own merit. Ambient temperature and humidity effects need to be recognized and their effects considered.

14. The setting of judging parameters, including but not limited to pulse and respiration, shall be determined by the head control judge. Since the ambient conditions are of prime concern in the setting of parameters, these parameters should not be finalized more than 24 hours prior to ride start. Respiration should be evaluated on its own merit. The maximum pulse criteria for completion is 60

- ***beats per minute.***

COMPETITIVE RULES

1. Eligibility

   A. A. Novice divisions may be offered. ~~Novices are not eligible for year-end awards, but mileage shall count.~~ ***Novices are only eligible for year-end awards in the competitive novice division or other awards where the criteria specifically states that novice rides shall count. Novice mileage shall count for chevrons and horse mileage, but shall not be considered in determining eligibility for Restricted Mileage awards.***

   ((lifted directly from sanctioning segment at beginning of rules 1.K UMECRA Rules – should have been changed last year.))

3. Rider Requirements

A. During the competition all riders are required to care for their own mounts except having a horse held during a rest***room*** break ***or vet stop***. ***The handler may do nothing more than hold the horse.*** Other assistance in the care and grooming of mounts is prohibited unless the ride committee determines that assistance is needed. ***At the discretion of the veterinary staff or the ride management, the trot out may have a handler other than the rider.***

OR

A. During the competition all riders are required to care for their own mounts except having a horse held during a ***rider's*** rest***room*** break. ***The handler may do nothing more than hold the horse.*** Other assistance in the care and grooming of mounts is prohibited unless the ride committee determines that assistance is needed. ***At the discretion of the veterinary staff or the ride management, the trot out may have a handler other than the rider.***

B. If boots, bandages, or wraps are used, the horse shall be penalized two points per leg per day. ***Boots designed to protect the sole of the hoof are permitted, and shall not be penalized.***

COMPETITVE DRIVING RULES

2. Rules for Drivers

   A. ~~Removal of the bridle while a horse or pony is attached to a carriage is cause for instant elimination and the driver will be excused from the grounds.~~ ***No equine shall be hitched to a vehicle without a bridle and reins. Violators will be subject to immediate elimination and excluded from further driving at the event.***

Attachment D
General Rules

GENERAL RULES – (Apply to both endurance and competitive rides)

2. Management Requirements

   A. The ride MUST BE an accurately measured distance ***by GPS or odometer.***

4. Rider Requirements

   J. All riders and mounts must be physically present, accounted for, ***entered and vetted in*** at the start of the ride.

6. Protests

   A. A protest must concern an infraction of the rules, must be received in writing within 7 days of the ride, and must be accompanied by a fee of ~~$25.~~ ***$50.*** The Board may also investigate and confront management, veterinarians participants or attendees whose acts of failure to act are contrary to the spirit and responsibilities of participation or attendance in this sport (in the same manner and procedures as with protests). If the protest is upheld, the fee will be returned to the complainant. The protest will be sent to the UMECRA president and will be adjudicated at the next board meeting. The president will notify all concerned parties and the Board members within 14 days of receiving the protest. Concerned parties will be given 14 days to submit their opinions.

   In the case of a protest which is disallowed the board members shall state their reasons and the protestor so informed, without specifying board members names.