



DRESSAGE NEW BRUNSWICK

CONSTITUTION

November 2007

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1.0 NAME OF THE ORGANIZATION

The name of the organization shall be DRESSAGE NEW BRUNSWICK hereinafter referred to as DNB.

2.0 PURPOSE OF DRESSAGE NEW BRUNSWICK

To encourage participation in competition, lectures, demonstrations and other dressage activities.

3.0 MEMBERSHIP

Memberships are open to any person who has an interest in the sport of dressage. DNB Memberships shall consist of the following classes:

- 1) Competitive Senior Membership (members 18 years of age or over as of January 1st of the current year) – shall be entitled to one vote per person at the DNB annual general meeting, and shall be eligible for all DNB awards.
- 2) Competitive Junior Membership (Members under 18 years of age as of January 1st of the current year) – shall receive the same benefits as senior membership with the exception of the right to vote.
- 3) Non-Competitive Membership - shall be entitled to one vote per person at the DNB annual general meeting, and shall be eligible for non-competitive awards (James Mortimer Award).

4.0 ANNUAL DUES

Annual dues for each class of membership and late fee shall be established every year by the current Board of Directors at the first board meeting.

The Annual dues payable to DNB shall be paid on or before the 1st day of January of each calendar year. Any member who has not paid their annual dues shall forfeit their membership and will be removed from the email list.

Anyone registering for a membership renewal after the 31st of March of the current calendar year must pay the late fee. New members are exempt from the late fee.

5.0 BOARD MEETINGS

DNB board meetings are open to any DNB members in good standing. Decision making will be voted upon by only the executive and officers. The DNB executive/officers will have a minimum of 3 board meeting per calendar year.

The order of business at all meetings shall be as follows:

- 1) Call to Order
- 2) Approval of Agenda
- 3) Approval of Minutes
- 4) Correspondence
- 5) Financial Update
- 6) Membership Update
- 7) Membership Dues (first meeting only)
- 8) Unfinished Business
- 9) New Business

This order of business may be suspended or varied at any meeting by a majority vote of members present at the meeting.

6.0 ANNUAL GENERAL MEETING

The DNB Annual General Meeting will be held once per calendar year at such date, time, and place as the Board of Directors may designate.

Thirty (30) days prior notice shall be given to each DNB member of the Annual General Meeting, at which time a general agenda will be attached.

The order of business at all meetings shall be as follows:

- 10) Call to Order
- 11) Approval of Agenda
- 12) Approval of Minutes
- 13) Business arising out of minutes
- 14) President's Address
- 15) Financial Update
- 16) Membership Update
- 17) Website Update
- 18) Election of Board of Directors and Officers,
- 19) Resolutions
- 20) Notice of Motion
- 21) Unfinished Business
- 22) New Business

This order of business may be suspended or varied at any meeting by a majority vote of members present at the meeting.

7.0 VOTING

Each member in good standing shall have one vote at the DNB Annual General Meeting.

The right to vote does not vest in a member until thirty (30) days after the acceptance of the applicant's DNB application for membership.

The executive will be voted for at each DNB annual general meeting. The executive consists of one each; president, vice president, secretary and treasurer.

The officers may be appointed at that time. The officers consist of one each; memberships, webmaster, NBEA Dressage representative, Dressage Canada representative and a maximum of three directors at large.

8.0 RESPONSIBILITIES OF THE EXECUTIVE

President – The president shall be the chief executive officer and shall preside at all DNB meetings. The President shall have the responsibility for the general and active management of DNB. The President shall see that all orders and resolutions of the Board are carried into effect and shall also reserve the right to exercise the tie breaking vote in any event.

Vice-President - The Vice-President shall in the absence or disability of the President perform the duties of the President and such duties as shall from time to time be imposed upon by the Board.

Secretary – The Secretary shall attend all sessions of the Board and all meetings of the members and act as clerk thereof and record all votes and minutes of all proceedings in the books to be kept for that purpose. The Secretary shall perform such duties as may be prescribed by the Board or the President.

Treasurer – The Treasurer shall be responsible for establishing and maintaining a system of books, records, and management practices provide reasonable assurance that: reliable financial information is produced; DNB assets are safeguarded and controlled; DNB transactions are in accordance with the relevant regulations, and the DNB resources are managed efficiently and effectively. The Treasurer shall also be responsible for the integrity and objectivity of the financial statements and shall render financial statements at each regular meeting of the Board.

9.0 DECISION MAKING

The use of a motion will be use for the following:

- Approval of the agenda
- Approval of the minutes
- A decision to embark on an activity or to direct an individual or committee to do so
- To change or approve recommendations
- When money is involved

10.0 QUORUM

During any DNB board meetings, in order to have a motion voted on DNB must have a Quorum of half plus 1 of the executive and officers.

During the DNB Annual General Meeting, in order to have a motion voted on DNB must have a Quorum of at least ten (10) members in good standing.

11.0 FISCAL YEAR

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

12.0 AMENDMENT OF CONSTITUTION

This Constitution may be added to and/or altered and/or amended at any DNB Annual General Meeting by a vote of not less than ten members present at the meeting; provided, however, that the amendments, alterations, and/or additions have been submitted to the secretary soon enough to permit the secretary to give thirty (30) days notice in writing of the meeting and proposed amendments to all DNB members.

13.0 HEAD OFFICE

The head office of DNB shall typically be situated at the address of the current President or the current Memberships Officer.

14.0 DISSOLUTION

In the event that DNB dissolves, all items and monies collected by DNB will be held in trust by the New Brunswick Equestrian Association until such time that an organization with like interest as DNB is formed.