

**BY-LAWS OF  
The Indiana Eventing Association, Inc.**

**ARTICLE I – NAME AND PURPOSE**

The name of this organization shall be the Indiana Eventing Association, Inc. (formerly known as the Indiana Combined Training Association, Inc., hereinafter “IEA”). The purpose of the IEA shall be:

- To promote the sport of Eventing in the State of Indiana
- To educate members and the public about the sport of Eventing.
- To support charitable organizations.

The IEA shall perform all things necessary and incidental to these purposes.

**ARTICLE II – MEMBERSHIP**

Section 1. Membership

Any person interested in the sport of Eventing may apply for membership. Any person shall be entitled to join the IEA upon payment of a membership fee.

Section 2. Membership Fees

Membership fees will be reflected on the membership application form. Revisions to the membership fees shall be implemented upon a majority vote of the Board of Directors.

Section 3. Expulsion of Members

The general membership or the Board of Directors may, by majority vote, remove any member, officer, or Director of the Board of Directors when in their judgment it is in the best interest of the IEA. Such member, officer, or Director shall be notified of the action to be taken against him/her in writing at least ten days prior to the meeting. Such member, officer, or Director shall be allowed to attend the meeting and hear the charges against him or her and speak on his or her behalf. The action of the Board of Directors or general membership in the matter is final.

Section 4. Suspension of Members

Members shall be suspended from the rights and privileges of membership in the IEA immediately upon suspension of that member by the United States Eventing Association or the United States Equestrian Federation, Inc. The Board of Directors may suspend the member’s IEA privileges upon finding that the best interests of IEA are served by this action.

**ARTICLE III – ADDRESS OF THE IEA**

The address of the IEA shall be the mailing address of the then current Secretary of the IEA.

**ARTICLE IV – MEETINGS OF THE MEMBERS**

Section 1 – Annual Meeting

Members of the IEA shall meet once during each calendar year.

Section 2. Special Meetings

The Board of Directors or the general membership upon request by 25% of the general membership may call special meetings.

Section 3. Place of Meetings

The Board of Directors shall determine the location of meetings.

Section 4 Notification of Meetings

Members of the IEA shall be notified of meetings.

### Section 5. Quorum

A majority of the general membership shall constitute a quorum. At any meeting where less than a quorum shall be present, those members present may vote to go on with business without further notice.

### Section 6. Proxies

Proxies are recognized by the IEA when offered.

### Section 7. Voting

Individual members shall have one vote. Members of the IEA who joined as “Family Members” shall have one vote per member of the Family Member with a maximum of two votes per Family Member. Elections of Officers, Directors, and changes to by-laws may occur by voting in person at the annual meeting or through electronic means as defined by the Board of Directors. Communication of any electronic voting and the means by which the vote may occur (e.g., email, website, etc.) will be conveyed by the President to the General Membership.

## **ARTICLE V – BOARD OF DIRECTORS**

### Section 1. Members of the Board of Directors

The directors and officers of the IEA shall compose the Board of Directors of the IEA.

### Section 2. Meetings

The Board of Directors shall meet at least once every fiscal quarter at such time(s) and place(s) as shall be established. Participation by the Directors and Officers of the Board of Directors in the meetings may be accomplished by telephone conference with those in attendance at the meeting.

### Section 3. Powers

The Board of Directors shall have the power to conduct the affairs of the IEA between membership meetings.

### Section 4. Quorum

A majority of the total Board shall constitute a quorum. A quorum is necessary to conduct business or vote.

### Section 5. Action Without Meeting

The Board of Directors may take an action without a meeting by a written majority vote of the Board, including by a written majority e-mail vote. See also Article IV, Section 7, on methods of voting.

### Section 6. Absence

Any member of the Board of Directors who is absent from more than one meeting each fiscal year without just cause shall forfeit his or her position on the Board. Whether a cause for absence in excess of one meeting each fiscal year is just shall be determined by the Board of Directors.

### Section 7. Order of Business

The order of business of the meetings of the Board shall be as follows:

- Roll call
- Reading of minutes
- Financial report
- Consideration of communications
- Resignations and elections Reports of officers
- Reports of committees
- Unfinished business
- New business
- Adjournment

### Section 8. Qualifications of Directors

Directors shall be members in good standing of the IEA and shall be elected by the general membership. Every Director must be a member of at least one Standing Committee. See Article VII.

Section 9. Number

The number of Directors of the IEA shall be ten. (Does not include Officers.)

Section 10. Terms of Office

Directors shall serve a two-year term. The term shall run from the date of the annual meeting at which they were elected until the date of the annual meeting two years forth. Five Directors shall be elected every year at the General Membership meeting, with voting allowed by electronic means. See Article IV, Section 7.

Section 11. Past President as Member of Board

The Past President of the IEA shall, upon his or her election, be entitled to be a member of the Board of Directors for one year following his/her term as President.

Section 12. Vacancies

Vacancies of Directors shall be filled between elections by a majority vote of the Board of Directors.

**ARTICLE VI – OFFICERS**

Section 1. President

The President shall preside at all meetings, sign all contracts or necessary instruments, appoint committees, carry out the orders of the Board of Directors and do all jobs as are customary and usual to the office of President.

Section 2. Vice-President

The Vice-President shall perform the duties of the President in the President's absence and shall perform all duties assigned him/her by the President or the Board of Directors.

Section 3. Secretary

The Secretary shall attend meetings of the General membership and Board of Directors and shall keep such records and minutes as required by the IEA. The Secretary shall send all notices of meetings and shall perform all other duties assigned by the President and Board of Directors.

Section 4. Treasurer

The Treasurer shall oversee and maintain the records, receipts, disbursements, deposits, and funds of the IEA. The Treasurer shall submit to the President and Board of Directors a report at every meeting on the transactions of the IEA. The Treasurer may be required by the IEA to give bond in such a sum as may be satisfactory to the Board of Directors for the faithful performance of the duties of the office. The Treasurer of the IEA shall send to the State and Federal government each year such reports and forms as are necessary to pay the IEA's taxes and/or report if no tax is due, to maintain in good standing the IEA's corporate status with the State of Indiana, and to satisfy all other governmental and financial requirements that may exist or may arise from time to time. The financial reports and all documents submitted to the State and Federal government are subject to an audit at the discretion of the Board of Directors.

Section 5. Terms of Officers

The term for each officer shall be two years. The President and Secretary shall be elected in alternate years from the Vice President and Treasurer, to ensure continuity of leadership.

Section 6. Vacancies

Vacancies of Officers between elections shall be filled by a majority vote of the Board of Directors.

## ARTICLE VII – COMMITTEES

The chairpersons of the committees of the IEA shall be appointed by the President with the approval of the Board of Directors. Such chairpersons shall serve for one year or until his or her successor shall be appointed. Each Director must be a member of at least one Standing Committee.

### Section 1. Standing Committees

The standing committees of the IEA shall be:

Annual Meeting/Banquet	Membership
Cross Country Maintenance/Improvements	Newsletter
Education/Clinics	Nominating
Fundraising	Points and Awards
Hoosier Horse Park Liaison	Stadium Improvements
IEA Recognized Horse Trials	Volunteer Tracking
Leg Up Schooling Horse Trials	Website

### Section 2. Ad-Hoc Committees

The President may establish ad-hoc committees from time to time and appoint chairpersons to such committees as he or she sees fit.

## ARTICLE VIII – CHARITABLE CONTRIBUTIONS

The Board of Directors shall identify at least one charitable organization each year for the purpose of contributing to said at least one charitable organization from profits generated through the activities of the IEA. The amount and type of contribution(s) to said at least one charitable organization by the IEA will be established by the Board of Directors.

## ARTICLE IX – FISCAL YEAR

The fiscal year of the IEA shall be the calendar year.

## ARTICLE X – AMENDMENTS TO BY-LAWS

These by-laws may be amended, modified, repealed, or added to by a majority vote of the general membership at a meeting called for that purpose. Such meeting shall require not less than 14 calendar days written notice of the changes being considered. All amended or altered by-laws have the same force and effect as if originally included herein. See Article IV, Section 7 regarding means of voting on changes to by-laws.

## ARTICLE XI – RULES OF ORDER

The business of the IEA shall be conducted according to Robert’s Rules of Order.

## REVISION HISTORY

Established January 30, 1988

Revised January 21, 1995

Revised January 2002

Revised January 2007

Revised February 2007

Revised January 25, 2020