



CALENDAR OF EVENTS

Jan 12-13	Lurena Bell-Stanley Dressage Clinic lalf@netzero.net
Jan 25-27	Jochen Hippenstiel Dressage Clinic Denise Laigle, www.southerlywindsfarm.com
Jan 26	ODS Annual Meeting and Awards Banquet Freddie's in Supulpa, OK
Feb 15-17	Jochen Hippenstiel Dressage Clinic Denise Laigle, www.southerlywindsfarm.com
Feb 17	SOS Valentine's Schooling Show http://escape.to/SOSdressage
Feb 23	Dressage Schooling Show Southerly Winds Farm, Harrah www.southerlywindsfarm.com
Mar 28-30	Jochen Hippenstiel Dressage Clinic Denise Laigle, www.southerlywindsfarm.com
Mar 29-30	Biomechanics of Horse and Rider Presented By Jeff Moore ODS Seminar-Shawnee
Apr 21-22	Stephan Kiesewetter Dressage Clinic Robin Hessel, 405-747-7121 robin@stillwaterdressage.org
Apr 25-27	Jochen Hippenstiel Dressage Clinic Denise Laigle, www.southerlywindsfarm.com
Apr 27	Gallery Farm CT and Dressage Show www.galleryfarm.us pamela@galleryfarm.us
May	ODS Spring I and II Shows www.showsecretary.com
May	Wild West I and II Shows www.showsecretary.com
May 29-Jun 1	ODS Adult Dressage Camp Claremore
Sep 21	Gallery Farm CT and Dressage Show www.galleryfarm.us pamela@galleryfarm.us
Oct 17-19	GAIG/USDF Region 9 Championships Lazy E Arena, Guthrie, OK
Nov 15-16	Stephan Kiesewetter Dressage Clinic Robin Hessel, 405-747-7121 robin@stillwaterdressage.org

Dear ODS Members,

Life is full of surprises. Many of us who are responsible for putting this newsletter together are doing so in motels, friend's homes, or in the dark on battery power. Our yards and pastures look like a war zone. But we are very blessed to have family and horses healthy. I can see why people in Alaska can become depressed in the cold and dark.

Speaking of life surprises, our condolences go to Vicki Sharp and Lyn Francik who both had husbands pass away recently. Please remember Vicki and Lyn during this holiday season. There are many wonderful memories that will keep their love ones close in the hearts, but there will be empty places around their tables to remind them of their loses. Let us help fill those empty places.

At last year's AGM, by-law revisions were tabled after a discussion with the membership so that new by-laws could be constructed for both ODS and its chapters.

Lyn was charged with the duty of researching and bringing to the board a working draft. (This was a HUGE job. Thank you, Lyn, for sticking to the task.) Many discussions have transpired at our meetings and through email. During our last board meeting, the members present went through the draft with a fine toothcomb. (That was until after 10:30 P.M. when we became a little slap happy.) We wanted these by-laws to be written so that our membership would know that we were trying to obtain a finished product that would ensure the trust from the membership. These new by-laws were drafted from other dressage organizations. The modern method is to have by-laws with separate policies and procedures. Policies and procedures are the details that run the organization. This allows for much more detail in writing. This makes it very easy for everyone (present and future boards) to know what the "rules" are. By-laws are revised in the unusual way, notification 30 days prior to the membership voting on the changes. Policies and procedures are developed by the board (members you elected and meetings that are open). As you read the by-laws, you will find safe guards written to insure that the board makes appropriate decisions for the benefits of the membership. There are also provisions for the membership to question the board. The by-laws will be voted on at the AGM. The Policies and Procedures are what the new board intends to put in place if the new by-laws are approved. P & Ps are not set in stone, nor are they complete. For example, we ran out of time to detail the responsibilities of committee jobs. So if you have trouble sleeping, pull out the by-laws and P&Ps. Slumber is sure to follow.

The AGM is hosted by GCC. They have chosen a location that is easily accessed from interstate 44. Thank you, GCC, for all the thought you are putting into organizing the meeting and dinner. Please get your reservations in. Be sure to bring your auction item. Silent and live auctions are always fun. Awards will follow dinner. You do not have to dine with us to attend the awards. Thank you, Rainee and Stacia, for figuring placings.

See you soon. Happy Holidays and Merry Christmas.

Roberta Clark

ODS President

Education Updates

The Ida Anderson Symposium in November was well attended and we had a lot of positive feed back. Please be sure to read some of the comments in this newsletter. Mark you calendars for up-coming educational events. This symposium was made possible with the help of a grant from The Dressage Foundation.

March 29-30 Jeff Ashton Moore will be coming to Shawnee. He specializes in Bio-Mechanics of both riders and horses. Be looking for more specific information coming in the next few weeks on the ODS website.

May 30-June 1 will be an Adult Camp at the Claremore Expo Center. We're in the process of getting three instructors and hope to include some lectures through out the weekend. The plan is to have each participant spend one day with each instructor with a group lesson in the morning and a private lesson in the afternoon. We'll be staying in apartments at Rogers State College. Each apartment has four bedrooms and a common living area. We're planning on having about 30 riders.

Summer (July?) will be our summer meeting in the Tulsa area.

A

The Dressage Foundation Recipient of the Carol Lavell Gifted Scholarship.

USDF Region 9 - Susan Fraley-Mohler (OK) and her horse Wolkentino (Tino) will train with Angel Ozer. Susan is a member of Oklahoma Dressage Society, Green Country Chapter.

(The Gifted Fund was seeded with Donations from Carol Lavell, received in special remembrance of her great Dressage horse, "Gifted." Other friends of The Dressage Foundation have added Donations and the Scholarship Fund has grown steadily over the years, and now provides scholarships each year to benefit Adult Amateurs. These scholarships enable Adult Amateurs to set aside quality time in concentrated training with a horse they own, with a trainer of choice, away from the daily pressures of job and family. The recipients chosen to train in 2008 are listed below. The following adult amateurs have been chosen as recipients from their respective USDF Regions to receive grants of \$750 for training in the 2008 calendar year.)

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ODS SCHOOLING SHOW CHAMPIONSHIPS-2007

INTRODUCTORY LEVEL JUNIOR CHAMPION

FLOMOTION/ELIZABETH EATON

INTRODUCTORY LEVEL AMATEUR CHAMPION

JURGEN VAN BLUFFVIEW/SUSAN FRALEY-MOHLER

TRAINING LEVEL JUNIOR CHAMPION

CENTURY OAK MIDNIGHT MAGIC/SARESE REED

TRAINING LEVEL AMATEUR CHAMPION

CHOCOLATE PISTOL /SUSAN CURREN

FIRST LEVEL JUNIOR CHAMPION

ENJOY/JULIA PEACOCK

FIRST LEVEL AMATEUR CHAMPION

DROSSELMAYER/SUSAN PEACOCK

ODS DRESSAGE EQUITATION WALK/TROT CHAMPION

FLOMOTION/ELIZABETH EATON

ODS DRESSAGE EQUITATION WALK/TROT/CANTER CHAMPION

FLOMOTION/ELIZABETH EATON

ODS SUITABILITY CHAMPION

GOLDEN GIGOLO/LISA OTIPOBY

(complete results listed elsewhere)

B

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CONGRATULATIONS!!

Ruthie and Jessie Korver who competed at the Autumn Classic Arabian Show November 3-4th.

Jessie and Denali received "Reserve Champion" in HA/AA JTR Hunter Under Saddle.

Ruthie and Istari received "Reserve Champion" in Arabian Western Pleasure JTR and Arabian Hunter Pleasure JTR.
WTG Girls!!!

Philesha Chandler from the Wichita area was selected to be Robert Dover's assistant during the television reality show "The Search For America's Next Equestrian Star". She faced some very tough competition and was selected by Robert Dover, Lisa Wicox, and other very prominent dressage personalities. Though Philesha is not a current member of ODS, she and her grandmother were well-known in our area as Philesha was growing up.

CONGRATULATIONS!

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YEAR END HONORS

Pippa Hankins-Brown and Tank Force were first at training level in the USDF All-Breeds Year End Awards in the Thoroughbred Registry in both the open and amateur divisions.

Judith hankins-Brown and Sau Paulo+/ received the USDF Masters Challenge at Fourth Level. SA Willhedu+ earned his Legion of Honor from the Arabian Horse Association

Lyn Francik's young horses had a good year. In the Adequan/USDF Dressage Sporthorse Breeding Horse of the Year, Golfer was 5th place 2-year old Colts and Geldings. Ghypsy was 14th 2-year old fillies. In the All-Breeds DSHB awards for the American Hanoverian Society (same categories) Gholfer was 2nd place with a median of 76.825, and Ghypsy was 3rd with a 77.700.

C₂

2008 ODS AGM Registration Form

Come celebrate the 30th anniversary of ODS!!



OKLAHOMA DRESSAGE SOCIETY AWARDS BANQUET

Saturday, JANUARY 26, 2008

FREDDIE'S STEAK HOUSE, 1425 N Sapulpa Rd., Tulsa, OK

Traveling from OKC on the turnpike take exit 218A.

Traveling from Tulsa stay on Hwy 66 (do not get on turnpike)

Name: _____

Address: _____

City _____ State _____ Zip _____

Telephone _____ E-mail address _____

**Cash or check must accompany this reservation form and be received
no later than Friday, Jan. 18, 2008.**

Send reservation form and payment to: Susan Fraley Mohler, 13998 N 431, Big Cabin, OK 74332

MAKE CHECKS PAYABLE TO ODS

Number of tickets	\$22.00 each	Total Enclosed
_____ X's	_____	= _____

DINNER CHOICES: Please indicate your choice of entrée

8 oz smoked filet w/ smoke sauce and baked potato

Grilled marinated chicken breast w/ rice

Grilled marinated salmon w/herb dill sauce and rice

Dinner includes: Tossed green salad, a fruited muffin, Freddie's famous tabouli and cabbage roll.

Dinner accompanied by: Vegetable, rolls with butter, ice tea, coffee & water

2:00 PM ODS Annual Business Meeting

5:00 PM Cocktails and Social Hour

5:30 PM Banquet and Awards Presentations

Please help us raise money for ODS Education by donating an item(s) for the SILENT AUCTION. If you know what you will bring, please let us know. If you come up with something after you make your reservation, just bring it with you. We appreciate your support!!

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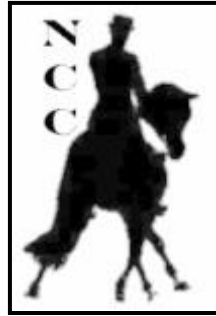
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RCC Chapter News

Plans are underway for the annual RCC party. Please check the ODS or RCC websites and expect a postcard with further details. RCC desperately needs nominations for the new

board. If you or someone you know might be interested in running, please contact Barb Koenig. Elections will be held at the annual party. Fran Dearing is scheduled for clinics in 2008 on February 2-3, March 15-16, and May 31-June 1. weekend. Fran is a popular "S" judge and clinician from the Houston area. Auditors welcome. For more information contact Judith Brown at jhankinsb@aol.com or 405- 314-4128



NCC Chapter News

The NCC had it's Christmas party combined this year with their awards ceremony. It was held at the Ponca Townsite Co. with 32 members attending. They had good food and music with a lovely Christmassy setting. Then the awards were given to the NCC qualified riders. After all of that they had a wonderful Dirty Santa gift exchange. The NCC also swore

in the new NCC board for 2008, they are; Rainee Boyd-President, Jenna Dickison-Vice-President, Sigred Younger-Secretary, Jennifer Staggs-Treasurer, and Robert Mayne-Board member at large. The new board already announced an upcoming event of exercises for horseman (and horsewomen) that will be held at the USW Union Hall at the corner of Ponca & Franklin in Ponca City. It will be free to members with a light dinner & drink to be provided. The scheduled date for this event is February 18th and if anyone wants more information they can call Rainee Boyd at 580-761-7951.

Board Candidate Bios

Anne Kuhns

The best thing my mother ever did for me was to sign me up for riding lessons when I was 9 years old. I had been "horse crazy" from my earliest memories. The gene must have come from my dad because no one else in my family likes animals let alone horses.

While growing up I did all sorts of horsey activities from galloping race horses to riding saddleseat on Morgans and Arabs to driving. During college I was co-captain of The Pennsylvania State University Equestrian team and jumping is my true passion. After moving to Oklahoma in 1987 I was lost because I didn't run barrels and couldn't throw a rope! I found out about ODS when a friend told me about the schooling shows. I needed a quiet place to take my OTTB. This was a good experience for him and I began to appreciate dressage.

I have been a board member for Green Country Chapter for the past six years and served as president for four. I have served one year as the education coordinator on the ODS board and am willing to run for a three-year term.

Sigrid "Siggy" Younger

It is very exciting to be a nominee for a board member of ODS. The last year I have been sitting as VP of NCC. Since arriving here 3 years ago, I have been involved with NCC OF ODS helping where needed, scribing for schooling shows and attending away shows, to help our members. I love computer work and have built and maintained the NCC web site. In retrospect, it has been a very good experience. It has prepared me to face many challenges as a board member, I can assure ODS and its Chapters, I will always give my best, and work very hard for the board and its members.

Here is a little about my personal life.....

- Born 4/19/51 Toronto Ontario – Canadian Citizen on a permanent Visa
- I have owned horses and or been involved in the horse industry for over 40 years.
- Left Minnesota with 45 horses, and moved to Oklahoma. The name of our farm was Arnarbaeli Icelandic Horse Farm. We are also known as EPEC USA. Steve and I raise train and sell Icelandic Horses and Vanner crosses. We are now scaling down and will be moving to Perry, OK in the next year.
- In the past I have owned Arab, Saddlebred, Morgan, Icelandic, Gypsy Vanner, Draft, Draft Warmblood crosses. Riding English pleasure, Huntseat, Saddleseat, Park, and the Icelandic gaits. 2008 will be my first year to actually ride dressage.
- Lived most of my life in and around Mpls. MN - Moved to Oklahoma 3 years ago.
- 2nd Marriage wonderful.... My Hubby is Steve Lewin who has been a way for a year working in Wisconsin. Coming from an Icelandic background, we maintain our Fathers sir name.
- 2 children - Nicholas 25 - Alexandra 21. Nick and his fiancée – Stevie, live in Texas. They will be moving to Oklahoma in the next 1 ½ years to help me with our horse farm. Stevie will be attending Oklahoma School of Horse Shoeing.

Thank you for your consideration.

Classified.....

17.5 inch Isabelle dressage saddle with Cair. Excellent condition. Currently has a wide gullet. Full gullet set available. Upgraded leather. \$1,250; call 405-348-9419 (12/07)

Like brand new! 2007, 3 horse slant load Cherokee Super Chief. This trailer has been used for less than a year and is in pristine condition. It includes: 8 ft ceiling and 8 ft width, built in hay mangers with storage underneath, hay rack on top, to the floor dividers on all partitions, 6ft tackroom with boot box/step, foam floors covered with rubber in horse area, and a hydraulic lift/landing gear. Also added were a walk-through door, 2 brush trays on the tackroom door, blanket bars, and extra bridle racks. Contact Terri or Lauren Hadley for more information or pictures at moonriversporthorses@poncacity.net or call (580) 765-5852. (12/07)

Attention DQ Grandmas: Are you looking for an activity you can do with those world-class grandkids? How about a nice relaxing drive around the farm in a cart pulled by one of the cutest ponies in the state of Oklahoma? Cooper is a 5 year old registered mini gelding who is the epitome of the old "Thelwell Pony" persona without the recalcitrant disposition! He stands 32" tall and is a red and white pinto with long mane, tail, and forelock. He is sweet, friendly and has no known vices. He has been carefully trained to drive, is obedient and really loves his work! He has been driven down "hill and dale", through water and does it all quite cheerfully and with great flair. He has also had headline experience under-saddle. This guy has personality-plus! \$750 to approved home only. Cart and harness also available. Call Liz at 918-244-5086 or email elizabethlogan@sbcglobal.net for more information. (11/07)

Wintec Isabell saddle 16" \$550 Wintec Bates Saddle 17" \$325 Dressage Bridal Blk w white trim \$15.00 Andalusion cross filly DOB 3/31/07 Black excellent gates & personality 405-692-2128 after 5:00 pm (11/07)

Lovely 2005 Oldenburg filly by Rosenthal out of a Davignport/Feiner Stern mare. Registered and micro-chipped with the German Oldenburg Verband. Dark black bay with crescent shaped star. Modern, compact conformation with three very correct gaits, including a rhythmical walk, cadenced trot and balanced canter. Should mature to 16.0-16.1. Sweet personality and definitely a people oriented filly. Unfortunately, family time constraints force sale. Price is reduced to \$9,000 due to family commitments. Contact Traci Jackson at 913-485-8111 or by email (10/07)

FOR SALE: Hermes Corlandus Dressage Saddle. 17.5 seat with long flap. Brown. Built on a beechwood spring tree with innovative 2-position stirrup bar. Natural latex panels are covered in Hermes calfskin. Natural latex cushion seat is covered in durable Hermes buffalo hide. V-form billets for even, solid contact with horse. Current catalog price \$4750. Excellent condition. Asking \$2750. Contact Deryn Stewart, stewarts@poncacity.net or 580-765-8648.

2008 Bylaws of the Oklahoma Dressage Society, Inc.

Article I Name, Location and Corporate Seal

Section 1: Name

The name of the organization shall be the Oklahoma Dressage Society, Inc. (hereinafter referred to as "ODS" or the "Society") organized under the laws of the State of Oklahoma.

Section 2: Place of Business

The principal place of business shall be in the State of Oklahoma. The official address of ODS shall be that of ODS's current President or at some location that is designated by the President of ODS. Business may be conducted at any place convenient to such members or officers as may be participating.

Section 3: Corporate Seal

The ODS Corporate Seal shall be in the charge of the Secretary of ODS and shall be inscribed with ODS's name.

Article II Non-Profit / Tax Exempt Status

ODS shall be operated strictly and exclusively as a non-profit corporation. Its mission, described herein, shall be exclusively charitable, scientific, literary, or educational within the meaning of the Internal Revenue Code of the United States of America. In the event of dissolution, ODS shall turn its residual assets over to USDF.

Article III Mission and Beliefs

Section 1: Mission

The mission of ODS shall be to promote and support the sport and art of Dressage to the equestrian community for the purpose of fostering individual and collective growth by providing leadership, education, exhibitions, publications, competitions; and to enhance greater public awareness, understanding and appreciation for the discipline of Dressage.

Section 2: Beliefs

In developing and operating to fulfill its mission, ODS supports the following beliefs:

- We believe the love of dressage is our common bond.
- We believe each person involved in our organization is valuable.
- We believe the organization exists for the good of the whole.
- We believe in and recognize the volunteer ethic.
- We believe in promoting the well being of the horse.
- We believe that knowledge promotes better riding.
- We believe in the pursuit of excellence in all our activities.
- We believe in the pursuit of individual excellence.
- We believe that interactive communication is essential to a healthy organization.
- We believe the value of participation is in the process as well as the achievement.
- We believe dressage combines sport and art.
- We believe dressage principles are valuable to all forms of riding.

Article IV Membership and Dues

Section 1: Eligibility

Membership in ODS shall be composed of those persons:

- A. Interested in advancing the mission and beliefs of the Society;
- B. Willing to subscribe to the Bylaws and Policies and Procedures of the Society; and
- C. Are otherwise qualified under the provisions set forth in these Bylaws and in the Policies and Procedures of the Society.

Membership is open to all persons, regardless of race, creed, sex, national origin or ability.

Section 2: Types of Membership

The Society shall recognize the following types of membership in the Society:

- A. Senior: A Senior (adult) member, as specified by current United States Equestrian Federation (“USEF”) definition, shall consist of an individual who is entitled to all rights and privileges, as provided in Article V, Section 1. For purposes of these Bylaws, the definition of senior member shall include Life, Annual, and Charter.
- B. Junior: A Junior member shall consist of an individual who, by current USEF definition, is a junior and who has not reached her/his 18th birthday by December 1st of the membership year. Junior members shall not have a vote at general membership meetings and are not eligible to hold an elective or appointed position, but otherwise are entitled to all rights and privileges provided in Article V, Section 1.
- C. Family: A family membership shall include one (1) primary and one (1) additional member of a family unit. Additional family members may be included for an additional fee. A family membership entitles the members to all other rights and privileges provided in Article V, Section 1. However, the family membership shall not entitle the family unit to receive more than one (1) copy of the Society publications, which shall be sent to the address of the primary member.

Section 3: Membership Period

The ODS membership period shall coincide with that of USEF and United States Dressage Federation (“USDF”). Voting and other membership rights become effective upon payment of dues.

Section 4: Transferability

Membership in the Society is not transferable or assignable.

Section 5: Dues

Membership dues are payable annually, as established by the Policies and Procedures of ODS. At no time may these dues become retroactive.

Article V

Membership Rights, Obligations and Loss of Membership

Section 1: Membership Rights

Members in good standing (annual dues paid in full, not indebted to ODS and not under suspension by USEF and/or USDF) shall be entitled to participate in all activities and receive all publications of ODS. Senior members in good standing are entitled to one vote each, as provided in Article VI, Section 5, at membership meetings and for the election of Directors of ODS. Any senior member in good standing shall be eligible for nomination and election as Director on the Board of Directors of ODS, as provided in Article VII, Section 3.

Section 2: Membership Obligations

Each member of ODS, including each individual within a family membership, agrees that she or he shall abide by the Bylaws and the Policies and Procedures of ODS in their efforts to conduct the business of ODS's mission.

Section 3: Loss of Membership

A member shall cease to be a member upon the occurrence of any one of the following:

- A. Upon submission of a letter of resignation to the President of the Society.
- B. Upon the member failing to pay annual dues or any portion thereof payable on the dates stipulated for making such payment.
- C. Any ODS member, regardless of type, may be removed from membership or from office by the affirmative vote of a majority of the Board of Directors, upon a finding of just cause, as specified in the Policies and Procedures of ODS. In all such cases, advance written notice shall be given to the member in question, who has the right to request a closed hearing before the Board of Directors.

Article VI

General Membership Meetings

Section 1: Annual General Meeting

The Annual General Meeting (AGM) of the membership shall be held within sixty (60) days following the close of the fiscal year, on a date and place determined by the Board of Directors. Due notice of the time, place and agenda for the AGM must be given, as provided in Section 3 below. At this meeting, annual reports from the President and the Treasurer shall be presented to the membership.

Section 2: Special and Other General Membership Meetings

Special and Other general membership meetings may be called as specified in the Policies and Procedures of ODS.

Section 3: Notice of Meetings

Due notice is defined as written notice to each member postmarked at least fifteen (15) days prior to the date of a meeting of members or by publication of notice of such meeting in the Newsletter or other regular communication distributed by ODS to its members, at least thirty (30) days before the meeting.

Section 4: Quorum

At any Annual, Special or Other general membership meeting, the members present shall constitute a quorum for transaction of business.

Section 5: Voting

Each Senior Member shall be entitled to one vote per membership either in person or by absentee ballot by an instrument in writing. No Junior Member shall be entitled to vote. Each Family membership is entitled to one (1) vote for each Senior Member in the Family Membership, provided that no single Family Membership shall have more than two (2) votes.

Except as otherwise provided, any action authorized at a membership meeting, which has been duly called and at which a quorum is present, shall require a majority of the votes cast at such meetings by the membership entitled to vote.

**Article VII
The Board of Directors**

Section 1: General Powers and Fiduciary Duties

- A. The Board of Directors shall act as the governing and policy making body of ODS.
- B. The Board of Directors, in its discretion, shall have the power to develop and adopt Policies and Procedures for ODS, consistent with these Bylaws, to support and accomplish the mission of the Society. Current By-Laws and Policy and Procedures will be published annually in the ODS directory.
- C. Each Board member is responsible for acting in the membership's best interest, and for carrying out the following fiduciary duties: Confidentiality, Loyalty, Obedience, Disclosure, Reasonable Care, Diligence and Accountability.

Section 2: Number and Composition of the Board of Directors

The Board of Directors shall consist of at least seven (7) but not more than fifteen (15) members, each of whom must be a Senior member of ODS in good standing.

Section 3: Election and Term

Annually, nominations for the Board of Directors for those terms which expire shall be presented to the general membership for election. These candidates shall be selected according to the Policies and Procedures of ODS. Nominees must be in good standing and current members of the Society.

The members of the Board of Directors shall be elected by the membership as stated in these Bylaws. Term of office shall be three (3) years. Directors' terms of service shall be staggered with one-third (1/3) of the members of the Board of Directors elected each year.

A Director shall hold office effective on the date of the Annual Meeting immediately upon election. At the end of the term, each Director shall transfer all records pertaining to her/his office and ODS to the Board of Directors or as directed by the current or incoming President of ODS, within a reasonable period of time not to exceed twenty (20) days.

Section 4: **Resignation / Removal from Office**

- A. Any member of the Board of Directors may resign by submitting a written statement of resignation to the Board.
- B. In accordance with Article V, Section 3 C, any member of the Board may be removed for cause as specified by the Policies and Procedures of ODS by a majority vote of the remaining directors.
- C. The Board may be subject to a formal inquiry by a petition of the general membership. A minimum of thirty (30) member signatures is required to initiate a formal inquiry of the current Board. Delivery of the thirty-signature petition to an Officer shall constitute notice of the formal inquiry by the general membership. The petition must state the specific concerns for the inquiry. The board will have thirty (30) days to respond to these concerns in an open meeting.

Section 5: **Vacancies**

Any vacancy occurring in the Board of Directors may be filled by the vote of a majority of the remaining Directors, according to the Policies and Procedures of ODS. A Director appointed to fill a vacancy shall hold office for the unexpired term of her or his predecessor; however, said appointment must be confirmed by the Membership at the next Annual General Meeting of the membership.

Section 6: **Quorum and Vote of Directors**

A majority of the members of the Board shall constitute a quorum at any meeting of the Board. A majority of the quorum is required to pass any motion.

Section 7: **Meetings**

The Board of Directors shall meet at regular intervals, as established in the Policies and Procedures of ODS, but in no event less than four (4) times during the membership year. Special meetings may be called by the Board of Directors as needed.

Section 8: **Compensation**

No member of the Board of Directors may be paid for her or his board service, except that an actual expense incurred may be reimbursed. No Board member may hold any paid position with ODS.

**Article VIII
Officers**

Section 1: **Number and Election**

All Officers shall be Senior ODS members in good standing. The Secretary shall be a resident of the State of Oklahoma. The Officers shall be a President, a Vice President, a Secretary and a Treasurer, plus any other officers as may be designated by the Board. Officers shall be elected by the Board of Directors at the first meeting of the year of the Board of Directors. Officers shall hold their positions for one (1) year or until successors are elected.

Section 2: **Duties and Authority**

Duties and authority for Officers shall be as specified in the Policies and Procedures of ODS, and shall include, but not be limited to, the following:

- A. The President shall preside at meetings, appoint committee chairpersons, and oversee the general operation of ODS in accordance with these Bylaws and the Policies and Procedures of ODS and serve as ex-officio member of all committees, except the nominating committee.
- B. In the absence of the President, or in the event of the President's inability or refusal to act, the Vice President shall perform the duties and have the authority of the President. The Vice President shall perform such other duties as the President and / or the Board of Directors may assign.
- C. The Secretary shall be responsible for keeping the Corporate Seal and all pertinent documents and records of ODS, recording the official minutes of all ODS Board and General membership meetings, and all duties incident to the office of the Secretary.
- D. The Treasurer shall have charge and custody of and be responsible for all funds and securities of ODS. The Treasurer shall maintain a complete record of all financial transactions and prepare financial reports for the Board of Directors. The Treasurer shall submit a written report at the Annual membership meeting that includes, but is not limited to, financial transactions for the preceding fiscal

year and a budget for the upcoming year. The Treasurer shall comply with appropriate state and federal regulations and statutes.

Section 3: Resignation / Removal / Vacancies

- A. Officers may resign by submitting a written statement of resignation to the Board.
- B. Any Officer may be removed by the same process as for the removal of a member of the Board of Directors in accordance with Article V, Section 3 C and Article VII, Section 4 B.
- C. A vacancy in any office may be filled by the Board of Directors for the unexpired portion of the term.

Section 4: Compensation

The Officers of ODS shall not receive a salary for their services as an Officer, but may be reimbursed for actual expenses incurred at the discretion of the Board of Directors.

**Article IX
Committees**

The Board of Directors may establish committees for terms as deemed necessary and following the Policies and Procedures of ODS.

**Article X
Chapters**

Section 1: Purpose

Chapters may be formed in order to give ODS members the opportunity to promote and enhance the ODS Mission through educational and other activities in their local areas designed to meet their particular needs, while participating in dressage on a statewide level.

Section 2: Formation

To become a recognized Chapter, a written application stating the needs for the local area and the plans for the development of dressage in that area must be submitted to the Board of Directors for approval. The application must be sponsored by at least fifteen (15) Senior ODS members in good standing.

Section 3: Governance

The general membership of each ODS Chapter shall elect a Board of Directors composed of not less than three (3) ODS Senior members in good standing, one of whom shall be elected as the Chapter Presiding Officer. The Chapter may elect or appoint such additional Officers as it deems necessary to properly conduct the affairs of the Chapter.

The Chapter Board of Directors shall be responsible for governing the affairs of the chapter in accordance with, and shall operate under, ODS Bylaws and Policies and Procedures. Chapters may adopt additional written policies and procedures, so long as they are not in conflict with the Bylaws and Policies and Procedures of ODS.

Chapter policies and procedures, as well as any and all subsequent changes, shall be approved by the general chapter membership, as well as the ODS Board of Directors prior to implementation. 2008 ODS Bylaws and Policies and Procedures shall supersede all previous Chapter Bylaws.

Section 4: Finances

ODS Chapters shall be responsible for the management of their own funds, and shall maintain complete financial records in accordance with ODS Bylaws and Policies and Procedures.

Each Chapter is responsible for submitting financial reports to the ODS Treasurer or designee, January 1.

ODS Chapters may submit written application to the ODS Board of Directors for monetary assistance to cover unusual financial needs. Each application shall be considered on its own merits as specified in the Policies and Procedures of ODS.

Section 5: Membership and Meetings

A chapter shall have at least fifteen (15) dues-paying ODS Senior members and shall hold a minimum of one (1) annual general membership meeting per year in order to retain recognition by ODS. Chapter members shall receive due notice of the meeting, as provided in Article VI, Section 3.

Section 6: **Chapter Suspension**

Should an ODS Chapter fail to meet requirements set out in Article X, fail to act in accordance with the Bylaws and Policies and Procedures of ODS, or otherwise act in a way that is prejudicial to the Society, the ODS Board of Directors may, by a two-thirds (2/3) vote, suspend a chapter. In accordance with ODS Policies and Procedures, a Chapter subject to suspension shall be notified, in writing addressed to the last known Chapter Presiding Officer, detailing the grounds for concern, and the Chapter shall have thirty (30) days from the date of the written notice to request a hearing before the ODS Board of Directors, prior to the vote.

Section 7: **Voluntary Dissolution**

Any Chapter considering dissolving itself must notify the ODS Board in writing. Chapter members will be notified thirty (30) days prior to an open chapter meeting which will be attended by two or more unbiased ODS Board members. A minimum of thirty (30) days must pass after this meeting before the chapter members vote to dissolve the chapter or not. In the event of the dissolution of a Chapter, all remaining assets and funds of the Chapter shall revert to ODS.

**Article XI
Miscellaneous Provisions**

Section 1: **Financial Responsibility**

No member shall have the authority to pledge the credit of the Society, except as specifically authorized by the Board of Directors.

Section 2: **Indemnification**

To the extent permitted by law, every person who is or was an Officer, Director, Committee member or authorized representative of ODS shall have the right to be indemnified by the Society against all reasonable action, suit or proceeding in which she/he may become involved as a party or otherwise by reason of her/his being or having been an Officer, Director, Committee member or authorized representative.

Section 3: **Financial Reviews**

The Board of Directors shall have the books of ODS reviewed at least once each three years or more often as decided by the Board. The review shall be performed by an individual(s) who is (are) competent to perform such reviews and who is (are) independent from the Board of Directors, in accordance with the Policies and Procedures of ODS. The results of such reviews shall be provided to members at the next general membership meeting.

**Article XII
Parliamentary Authority**

The rules contained in the current edition of *Robert's Rules of Order Revised* shall govern the Society in all cases to which they are applicable and in which they are not inconsistent with these Bylaws, the Policies and Procedures of ODS and any statutes applicable to this organization.

**Article XIII
Amendment**

The Bylaws may be amended by a majority vote of the voting members present at a general membership meeting. Proposed amendments will be subject to the same notice as general membership meetings in accordance with Article VI, Section 3. The Policies and Procedures of ODS shall establish procedures for submitting proposed amendments.

Policies and Procedures of the Oklahoma Dressage Society

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I. General Information

A. Purpose

The purpose of the Policies and Procedures (“P&P’s”) for the Oklahoma Dressage Society (“ODS” or “Society”) is to define the rules, guidelines and philosophy for the routine operations of the Society and its Chapters. Unlike the ODS Bylaws, which must be approved by a majority of the general membership, the P&P’s are developed and approved by the governing Board Members. If there is a conflict between the P&P’s and the ODS Bylaws, the Bylaws take precedence.

To assure accountability and transparency to the general membership, it shall be the policy of the ODS Board of Directors to advise the membership of any changes to the ODS P&P’s. The procedure for amending the ODS P&P’s is given in Section II (C) (2).

B. Definitions

To provide clarity and to avoid the possibility of different interpretations, the following definitions will be used in the P&P’s:

Forth coming

II. General Policies and Procedures

A. Miscellaneous

1. Unless another procedure is in place, all waivers of any ODS rule or requirement must be approved by the President.

2. Material created by an individual or individuals specifically for use by ODS or one of its Chapters becomes the property of ODS unless a written agreement is executed between ODS and the individual(s) involved, prior to initiating the development or creation of the materials, stating that the rights to the property are to be retained by one or more of the individuals named in the agreement.

3. ODS will not be held responsible for late, damaged or misdirected mail.

B. Code of Ethics and Conflict of Interest ***To be developed.***

C. Amendment Procedures

1. ODS Bylaws

a. ODS Bylaws may be amended by a majority vote of the voting members present at a general membership meeting.

b. The procedure to amend the Bylaws shall be initiated only at a regularly scheduled meeting of the ODS Board of Directors by way of a formal motion made to the Board proposing that the Board make a recommendation to the Membership that the Bylaws be amended, accompanied by a written proposal of the precise language of the desired amendment. The motion may be made by a Director or any ODS Senior member in good standing in attendance. The Board may vote on the motion as presented or may, upon proper motion, take other action on the motion as the Board deems appropriate.

c. Upon a two-thirds (2/3) affirmative vote of the Directors then eligible to vote, the Board shall adopt a resolution to recommend the proposed amendment(s) to the Membership. The Secretary shall thereafter prepare for dissemination to the membership, via direct mailing, the ODS newsletter and/or the website, a “Board Recommendation To Amend the Bylaws,” which shall contain the precise language of the proposed amendment(s) as voted on by the Board at least thirty (30) days prior to the Annual General Membership meeting or a Special Meeting of the membership.

d. The Board Recommendation to Amend the Bylaws shall be adopted only upon an affirmative vote of a majority of those Senior members in good standing in attendance at the meeting.

2. ODS Policies and Procedures

a. All Senior ODS members in good standing may submit, either in person or via written proposal, amendments to the Board of Directors for consideration.

b. The proposed amendment(s) shall be tabled for consideration, published in the newsletter and on the website and shall be voted on at the next regular meeting of the Board following the presentation.

c. These Policies and Procedures may be amended by a two-thirds (2/3) vote of the Board of Directors then eligible to vote. Voting may be done in person, proxy or via electronic mail.

d. Upon passage by the Board, the former and new language of the amendment(s) shall be published in the first newsletter and/or posted on the ODS website following the Board meeting.

III. Membership

A. Definition of Membership

1. A member in good standing is defined as an eligible person under ODS Bylaws, who has paid applicable dues and is not currently under suspension by USEF, USDF or the ODS Board of Directors. Members in good standing are eligible to participate in any and all ODS benefits.

2. A suspended member is defined as a member of ODS, who is currently under suspension by USEF, USDF or the ODS Board of Directors. A suspended member may not vote, run for any office, be appointed to any Committee, or participate in any ODS benefits until and unless the suspension has been lifted and the suspended member has been reinstated as a member in good standing. The ODS Board, as defined in ODS By-Laws Article V section 3C may suspend a member.

B. Types of Membership

1. Senior: A Senior (adult) member, as specified by current USEF definition, shall consist of an individual who is entitled to one (1) vote and all rights and privileges provided by ODS. The definition of Senior member includes Annual, Charter and Life memberships as established by ODS herein or historically. Charter and Life memberships are currently limited to those individuals who applied for them at a time when they were offered by ODS. All other Senior memberships are Annual.

2. Junior: A Junior member shall consist of an individual who, by current USEF definition, is a junior and who has not reached her/his 18th birthday by December 1st of the membership year. Junior members shall not have a vote at general membership meetings and are not eligible to hold an elective or appointed position, but are otherwise entitled to all rights and privileges provided by ODS.

3. Family: A family membership shall include one (1) primary and one (1) additional member of a family unit. A family membership entitles the members to all ODS rights and privileges, in accordance with their status as either a "Senior" or "Junior." member. However, the family membership shall not entitle the family unit to more than two (2) votes or to receive more than one (1) copy of the Society publications, which shall be sent to the address of the primary member, unless otherwise directed by the primary member.

C. Membership Period

Effective December 1, 2007, the ODS membership period shall coincide with that of USEF and USDF, currently December 1 through November 30. Voting and other membership rights become effective upon payment of dues.

D. Dues

1. Dues paid after October 1 includes membership in the remaining portion of the current year and the upcoming year.

2. Annual dues for ODS and its Chapters shall be set by the Board of Directors no later than October 1 of the year before they are to go into effect.
 3. Annual dues include annual dues for group membership in USDF.
 4. The Treasurer shall notify the members of the dues payable by them to maintain membership at least 30 days prior to the due date. Publishing the due date for annual dues in the ODS newsletter shall constitute notice.
 5. The current fee schedule for annual dues is as follows:

Annual Junior Member	\$32
Annual Senior Member	\$40
Charter/Life	\$17
Family Membership	\$48/primary and one family member \$ 8 for each additional family member
ODS Chapter membership	\$10
 6. All monies raised in each fiscal year by way of dues or otherwise shall be spent for the purpose for which the society was founded and the benefit of its members, as stated in the annual budget.
 7. Chapter dues will be paid directly to the local chapter designated by the member in their membership application. All Chapter monies raised each fiscal year shall likewise be spent for stated society purposes.
- A. Loss of Membership
- Other than for nonpayment of dues, fees, charges or assessments, no member may be suspended from membership, unless in accordance with ODS Bylaws and Policies and Procedures.
1. Any ODS member, regardless of type, may be removed from membership or from office by the affirmative vote of a majority of the Board of Directors, upon a finding of just cause.
 2. A finding of one or more of the following shall be considered just cause:
 - a. Upon written notification, the member has outstanding indebtedness to the Society and the debt remains unresolved;
 - b. Conduct deemed prejudicial to the best interests of the Society; or
 - c. The Member has been suspended by the USEF and/or the USDF.
 3. An action to suspend a Member may be initiated only by one of two ways, as follows:
 - a. A Director may make a formal motion to the Board requesting that the Board schedule a suspension proceeding. The motion must state with particularity the alleged grounds for seeking suspension. The Board of Directors may, upon a majority vote of the Directors then eligible to vote, vote to hold a suspension proceeding, after which time the proceeding shall be scheduled and conducted as set forth below.
 - b. A Member may submit to the Board a petition signed by ten percent (10%) of the Membership (determined as of the first day of the month prior to the date that the petition is submitted to the Board.) The petition to suspend a Member must state with particularity the alleged grounds for seeking suspension. Upon receipt of the petition, the Board of Directors shall schedule and conduct a suspension proceeding as set forth below.
 - c. No less than 30, nor more than 60 days prior to the scheduled date of the suspension proceeding, the Secretary shall mail to the Member whose suspension is being sought, written notice of the proceeding. Such notice shall be mailed to the Member's last known address as shown in the Society's records and shall set forth the manner in which the proceeding was initiated, and shall state the facts alleged which form the grounds for seeking suspension.
 - d. The Member subject to suspension shall have ten (10) business days from the date of the written notice to request a closed hearing before the Board of Directors prior to any vote to suspend the Member.

- e. Any Member, including the Member whose suspension is being sought, may give testimony concerning the proposed suspension, and the Board shall have the right to ask questions relevant to the proceeding of any person so testifying.
- f. After a fair and reasonable consideration of the facts alleged and all relevant testimony, the Board shall vote on the proposed suspension. The member may be suspended from membership in the Society, for such period as the Board determines, only upon a majority vote of all Directors then eligible to vote.
- g. The President, at the conclusion of the suspension proceeding, shall announce the vote count and the result of the vote, which shall be recorded by the Secretary. Suspension of a Member shall be issued in written form detailing the reason for the suspension, duration of the suspension, and actions required by the Member for restoration of full membership. The Secretary shall, within 24 hours, mail written Notice to the Member whose suspension was considered, advising such Member of the suspension of their membership.
- h. Any Member suspended pursuant to ODS Bylaws and this Procedure shall, at the time of the announcement by the President at the conclusion of the suspension proceeding, cease to be a Member of ODS and shall have no rights or benefits of membership. No dues or fees paid by a suspended Member shall be refunded, but any unpaid debt owed by such Member to ODS for any fees, charges, etc shall remain the obligation of such Member and shall be paid to the Society as required by the terms of the debt agreement between the Society and the Member.
- i. The Board of Directors shall by majority vote elect to publish the suspended member's name, the grounds for suspension, and the duration of the suspension in the ODS newsletter. If so published, the Directors shall publish in the newsletter a statement regarding the changed status of the suspended member after the completion of the suspension, or upon lifting of the suspension by a majority vote of the Board.
- j. If the Member whose suspension is sought submits to the Board a written notice of resignation, during any stage in the suspension process, the suspension process then pending shall become moot.

IV. Board of Directors

A. Definition

The Board of Directors shall consist of at least seven (7) but not more than fifteen (15) members, each of whom must be a Senior member of ODS in good standing. The long-standing Policy of ODS has been to maintain the number at nine (9) Directors.

The Board of Directors is responsible for governance and policy making for of the Society. The Board shall receive no compensation other than reasonable expenses incurred as a result of carrying out their respective duties.

B. Powers and Duties

Neither the Board, nor any Director nor any group of Directors nor any agent of the Board shall take, on behalf of the Society, any action of any type unless and until such action has been duly approved by the Board of Directors, and then only if such action is in full compliance with all applicable Federal, State and local laws, ODS Bylaws and Policies and Procedures.

All Directors have a fiduciary duty to the Society and the entire membership to act at all times in good faith, and in the best interest of the Society and membership with the care an ordinarily prudent person in a like position would exercise under similar circumstances, in accordance with ODS Bylaws and Policies and Procedures so as to maintain the status of the Society as an Oklahoma non-profit corporation.

Directors have a duty to attend and participate in all Annual and Special Meetings of the Membership and all Regularly Scheduled Meetings and Special Meetings of the Board of Directors. Outgoing Board members shall attend the first meeting of the new Board to assist with the transition.

Each Director, shall, upon taking office, receive a copy of the ODS Bylaws and Policies and Procedures, plus other additional information deemed necessary by the Board, and shall be responsible for reading and understanding the information therein.

C. Officers

The Board of Directors, at the first Board meeting of the year, shall elect the President, Vice President, Secretary and Treasurer, who shall act in their respective capacities as the officers of the Society. All officers shall be members of the Society in good standing. Officers shall hold their positions for one (1) year or until successors are elected.

At the end of her/his term of office, either by expiration, resignation or removal, each officer shall transfer all records pertaining to their office to the succeeding officer within a reasonable period of time not to exceed twenty (20) days.

D. Appointed Committees / Positions

The following committee chairpersons / positions shall be appointed by the Board as needed:

1. Education
2. Membership
3. Awards
4. Recognized Shows
5. Chapter Coordinator
6. Schooling Show Coordinator
7. Newsletter Editor
8. Webmaster
9. Librarian
10. Historian
11. Fundraising
12. Public Relations/Publicity

Appointed committee chairpersons/positions do not have a vote on the Board. However, appointment of a Director to a committee or non-voting chair position shall not abridge the right of the Director to vote on matters before the Board. Each appointed committee chairperson / position shall have the power to appoint Society members as committee members to assist with committee responsibilities. If additional permanent Committees / Chairs, both ad hoc and permanent are deemed necessary, the Board of Directors shall have the power to define and appoint those committees/positions.

E. Vacancies

1. In the event of the resignation, vacancy, demise or removal of the President during his/her term of office, the Vice-President shall assume the President's duties, responsibilities and restrictions until the next presidential election.
2. In the event of the resignation, vacancy, demise, promotion to President or removal of the Vice-President during his/her term of office, the Directors shall appoint a new Vice President from the Board.
3. In the event of the resignation, vacancy, demise, promotion or removal of any other Director or Officer during his/her term in office, the vacancy may be filled by the vote of a majority of the remaining Directors with a member in good standing. A Director appointed to fill a vacancy shall hold office for the unexpired term of her or his predecessor; however, said appointment must be confirmed by the Membership at the next Annual General Meeting of the membership.

F. Resignation / Removal from Office

1. A Director may resign from the Board of Directors at any time by delivering to the President or Secretary a written notice declaring her or his intent to resign and specifying the effective date of such resignation. If no effective date is specified in the resignation, the effective date shall be the date and time that the notice is delivered. Acceptance of such resignation shall not be necessary for the resignation to be effective.
2. Any Director who fails to attend three (3) Board meetings within a calendar year may be removed from the Board by a majority vote of the remaining Directors. A Director may otherwise be removed from the Board only by a two-thirds vote of the Directors then eligible to vote if, in the judgment of the

Board, the best interests of the Society would be served thereby. The Secretary shall clearly note in the minutes of all Board meetings which Directors are in attendance and which are absent.

3. The Board of Directors may be removed from office by a no-confidence vote of the general membership. Such vote shall apply to the entire Board as a whole and may not be used to target a single board member. A minimum of thirty (30) member signatures is required to initiate a no-confidence vote on the current Board. Delivery of the thirty-signature list to an Officer shall constitute notice of no confidence by the general membership.

G. Attendance

Directors and Officers are expected to attend all scheduled Board meetings and actively participate in the majority of the Society sponsored events. Directors who will be absent from any scheduled Board meeting shall notify the President at least three (3) business days prior to the scheduled meeting when possible. In addition, when appropriate, the Director shall provide a written report to be presented at the meeting by another member.

H. Terms of Office

A Director shall hold office effective on the date of the Annual General Meeting immediately upon election. Each term of office for a member elected to the Board of Directors shall be three (3) years, unless the Director has been elected to fill a vacancy on the Board, in which case, the Director shall serve for the unexpired term. Directors' terms of service shall be staggered with one-third (1/3) of the members of the Board of Directors elected each year.

Officers shall serve in their positions for twelve (12) months from the Annual General Membership meeting.

V. Meetings

Meetings of the membership shall be held at such place and time within Oklahoma as determined by the Board of Directors. It is the policy of the Board to geographically rotate meetings around the State.

A. General Membership Meetings

1. There shall be one (1) Annual General Membership meeting ("AGM") held each year. This meeting shall be held within sixty (60) days following the close of the fiscal year, which currently is on a calendar basis. At said meeting, the Senior members shall vote by secret ballot to elect Directors by simple majority vote, and shall transact other business as may properly be brought before the meeting. The annual awards banquet shall be held on the same date as the AGM.

2. By policy, ODS has a Summer (Other) general membership meeting to keep members informed of Society activities, and to transact any business as may properly be brought before a membership meeting. A short educational program is generally offered in conjunction with the Summer meeting.

B. Special / Unscheduled Meetings / Emergency Board Actions

1. The President, with approval of the Board, may call for a Special Meeting of the membership; or, any member may by petition signed by at least ten (10) Senior members require the President to call a Special meeting of the membership. Members shall be notified in writing postmarked at least fifteen (15) days prior to the date of a meeting of members or by publication of notice of such meeting in the Newsletter or other regular communication distributed by ODS to its members, at least thirty (30) days before the meeting. Business transacted at said Special meeting shall be limited to the purpose stated in the written notice of said meeting.

2. Directors shall be notified in writing, via regular or electronic mail, at least two (2) business days in advance of any special/unscheduled meeting of the Board, and the purpose of that meeting. Notification shall include the proposed agenda and only items on that agenda shall be voted on at that special/unscheduled meeting.

3. Emergency Board actions, i.e. a proposal or motion, may be passed by a majority vote of all Board Directors. Voting may be conducted via electronic mail.

C. Board Meetings

Meetings of the Board of Directors shall be held as required to conduct the affairs of ODS. There shall be a minimum of four (4) scheduled Board meetings during the membership year. Board meetings shall be open to all members in good standing. General membership attendees may participate in limited discussion but shall have no voting powers at Board meetings. The location, date and time of Board meetings shall be determined by the Board, and published on the ODS Website, and in the ODS newsletter to the extent that it is practical.

D. Quorum

1. A quorum for general membership meetings shall consist of the members who are present.

2. A majority of the members of the Board shall constitute a quorum at any meeting of the Board. A majority of the quorum is required to pass any motion, unless a greater proportion is required by law, ODS Bylaws or the Policies and Procedures of ODS.

VI. Nominations and Elections

A. Nominations

The Nominating Committee shall assist in the nomination and election of Directors to serve on the ODS Board.

The Nominating Committee shall consist of Chapter Presiding Officers. In the event that a Chapter Presiding Officer is unable to serve (i.e. would like to run for the ODS Board) the Chapter Presiding Officer may designate another Chapter Board member to serve on the Nominating Committee in their stead. The ODS President shall appoint a Nominating Committee Chairman from these Officers/Designees.

The Nominating Committee shall publicize the positions up for election in the October newsletter.

The Nominating Committee shall be responsible for selecting a slate of nominees who represent diverse interests within the Society. The Committee shall not pass judgment on the merits of the nominees except to ensure that each nominee is fully aware of the duties and meets the qualifications.

In all cases, consent of the nominee must be obtained prior to the preparation of a slate of nominees.

B. General Elections

All ODS Senior members in good standing shall be eligible to vote and to hold office.

General Elections shall be held according to the following guidelines:

1. The general election shall be held at the Annual General Membership meeting.
2. The Nominations Chair shall read the slate prepared by the Nominating Committee to the membership.
3. Nominations from the floor will be taken; however the Nominations Chair must determine the eligibility of the nominee, and the nominee must indicate her/his willingness to serve.
4. Once the Nominations Chair has closed nominations, the President shall ask for a vote by acclamation if all positions are uncontested.
5. If there are contested positions, the Nominations Chair shall provide secret ballots, and the President shall ask for a vote by those secret ballots.
6. The vote shall be determined as follows:
 - a. Each voter shall vote for one (1) nominee per position on the ballot.
 - b. Any Senior member wishing to vote by mail-in ballot shall fill out the ballot and return it to the designated member before the start of the voting process at the Annual General Membership meeting.
 - c. The nominee(s) who receives the most votes for the vacant position shall be elected. In the event that one (or more) of the vacant positions are for unexpired terms, the nominee(s) receiving the next highest number of votes shall be elected in descending order.
 - d. In the event that all elected positions are filled, the losing nominee(s) shall be offered a vacant appointed Committee Chair position, if any, by the Directors at the next scheduled Board of Directors meeting.

VII. Officers

A. Powers and Duties

Officers shall hold their positions for one (1) year or until successors are elected. The Officers shall be a President, a Vice President, a Secretary and a Treasurer, plus any other officers as may be designated by the Board, each having the powers and duties as prescribed by the Board of Directors in accordance with ODS Bylaws and these Policies and Procedures.

Officers shall have the same duties with respect to the Society as does any Director who is not serving as an Officer of ODS, and Officers shall have such additional duties as the Board of Directors may assign.

At the end of her/his term of office, either by expiration, resignation or removal, each officer shall transfer all records pertaining to their office to the succeeding officer within a reasonable period of time not to exceed twenty (20) days.

All duties listed below shall be the responsibility of the specified officer. The officer may delegate the task to another individual; however, the responsibility for the task will still rest with the officer. The duties shall not be limited to the following. As items arise, a task shall be assigned to a specified individual.

B. President

The President shall:

1. Prepare the agenda for and preside over all meetings, both general and Board.
2. Appoint committee chairpersons, with the approval of the Board.
3. Act as the primary representative of the Society.
4. Oversee the general operation of ODS in accordance with ODS Bylaws and Policies and Procedures of ODS.
5. Serve as ex-officio member of all committees, except the nominating committee.
6. Act as the point of contact for the USEF and the USDF on behalf of the Society.
7. Ensure deadlines are met and sign contracts on behalf of ODS or appoints an individual to do so.
8. Assign tasks and give realistic deadlines to be met by the Board members as necessary.
9. Attend meetings or submits a report at the Board meetings.
10. Ensure the necessary checks and balances shall be in place to prevent fraud or personal gain issues.
11. Identify Society needs.
12. Sign checks on behalf of the Society as needed.

C. Vice President

The Vice President shall:

1. Assume the duties, obligations and restrictions of the President in her/his absence.
2. Perform other duties as the President and / or the Board of Directors may assign.
3. Keep current of all USEF, USDF and Region 9 rules and regulations.
4. Assist in fraud prevention and personal gain issues.
5. Attend meetings or submit a report, as needed, at the Board meetings.
6. Review the budget as well as any extraordinary expenses.

D. Secretary

The Secretary shall be a resident of the State of Oklahoma and shall:

1. Be responsible for keeping the Corporate Seal.
2. Present and retain correspondence to the Society at all meetings.
3. Maintain the official record of attendance at Board meetings and determine whether a quorum is present.
4. Record the official minutes of all Board and General Membership meetings.
5. Attend all meetings and or submit a report, as needed, at the Board meetings.
6. Submit minutes to Board within fifteen (15) business days from date of meeting for approval.
7. Be the central repository for all pertinent documents and records of ODS, such as bylaws, newsletter, policies and procedure, logos, contracts, etc.
8. Perform other duties as the President and / or the Board of Directors may assign.

E. Treasurer

The Treasurer shall:

1. Handle all financial transactions as approved by the Board.

2. Have charge and custody of all funds and securities of ODS.
3. Notify members of dues via the newsletter and website.
4. Maintain a complete record of all ODS financial transactions
5. Prepare financial reports for the Board of Directors.
6. Submit a written report at the Annual General Membership meeting that includes, but is not limited to, financial transactions for the preceding fiscal year and a budget for the upcoming fiscal year.
7. Submit USDF dues and membership roster on behalf of the Society.
8. Compose and maintain a list of assets, their location and estimated value, and track depreciation.
9. Keep all financial affairs up-to-date.
10. Coordinate with each Chapter to assure that Chapter financial reports are provided in a timely manner for inclusion with ODS consolidated financial reports.
11. Transfer dues received for Chapter membership to Chapter treasurers.
12. Upon Board request, promptly furnish to the Board, Society members or such other person as directed, all records or financial reports requested.
13. Upon Board approval, pay all Society expenses to vendors, judges, clinicians, etc.
14. Submit all required IRS reports and tax returns.
15. Comply with appropriate state and federal regulations and statutes.
16. Perform other duties as the President and / or the Board of Directors may assign.

VIII. Standing Committees / Appointed Positions

- A. Purpose, Powers and Duties
- B. Appointment, Terms
- C. Membership
- D. Education
- E. Awards
- F. Recognized Shows
- G. Chapter Coordinator
- H. Schooling Show Coordinator
- I. Newsletter Editor
- J. Webmaster
- K. Librarian
- L. Fundraising
- M. Public Relations (Publicity)
- N. Historian

IX. Chapters

A. Purpose, Formation

Chapters may be formed in order to give ODS members the opportunity to promote and enhance the ODS Mission through educational and other activities in their local areas designed to meet their particular needs, while participating in dressage on a statewide level. Any ODS Chapter formed shall be, and is merely a "local branch" or "local office" of the Oklahoma Dressage Society proper, and is not, and shall not be considered, an entity separate from the Society.

To become a recognized Chapter, a written application stating the needs for the local area and the plans for the development of dressage in that area must be submitted to the Board of Directors for approval. A minimum of fifteen (15) Senior ODS members in good standing is required to form and to retain ODS Chapter status. All Chapters are subject to, must be formed under, and operate within the requirements of ODS Bylaws and Policies and Procedures.

B. Governance

1. The general membership of each ODS Chapter shall elect a Board of Directors composed of not less than three (3) ODS Senior members in good standing, one of whom shall be elected as the Chapter Presiding Officer. The Chapter may elect or appoint such additional Officers as it deems necessary to properly conduct the affairs of the Chapter. Chapters shall have the latitude to decide for themselves whether these officers are elected directly by their membership or are appointed by their Chapter Board.

It is the responsibility of these Officers, as representatives of the membership, to encourage and organize, at the local level, educational activities to help members advance the training

of themselves and their horses. The Chapter Presiding Officer shall be responsible for reporting to the ODS Chapter Coordinator the details of all Chapter activities.

Directors and Officers for Chapters shall be subject to the same fiduciary responsibilities and accountability as any other ODS Director or Officer.

2. The Chapter Board of Directors shall be responsible for governing the affairs of the chapter in accordance with, and shall operate under, ODS Bylaws and Policies and Procedures. Chapters may adopt additional written policies and procedures, so long as they are not in conflict with the Bylaws and Policies and Procedures of ODS. Chapter policies and procedures, as well as any and all subsequent changes, shall be approved by the general chapter membership, as well as the ODS Board of Directors.

3 The Chapter Presiding Officer shall prepare a report for the ODS Board of Directors to submit at, or prior to the ODS AGM meeting, summarizing the Chapter's activities occurring since submittal of the previous report. If not previously submitted, this report should include all minutes of Chapter meetings and Chapter Treasurer's reports.

4. If any Chapter concern is not explicitly addressed within ODS Bylaws and in the Chapter section of the Policies and Procedures, the Chapter Board shall refer to the General sections of the ODS Bylaws and P&P's for guidance.

C. Finances

ODS Chapters shall be responsible for the management of their own funds, and shall maintain complete financial records in accordance with ODS Bylaws and Policies and Procedures.

Each Chapter is responsible for submitting financial reports to the ODS Treasurer or designee, as specified in the Policies and Procedures of ODS.

ODS Chapters may submit written application to the ODS Board of Directors for monetary assistance to cover unusual financial needs. Each application shall be considered on its own merits, and thus must detail the need for assistance and the proposed uses for such funds. Upon evaluation of the application and a determination of justifiable need, the ODS Board may appropriate certain funds to the Chapter for the purpose of furthering the stated Mission of ODS. The Board may attach appropriate stipulations and conditions to any appropriation of funds to the Chapter. In the event that the ODS Board appropriates funds to a Chapter, the Presiding Officer of that Chapter shall be responsible for providing to the ODS Treasurer a monthly accounting report detailing the use of the funds to date. Within 30 days of the completion of the activities for which the appropriation was made or within 30 days of when the funds are exhausted, whichever occurs first, the Presiding Officer must present a final accounting report to the ODS Treasurer. The ODS Board shall review in detail each accounting report to determine that the funds are being used properly, in accordance with the Board's directions. If, at any time, the Board determines that the funds are not be so used, the Board shall revoke the appropriation and require the Chapter to immediately return all appropriated funds.

All Chapter Presiding Officers, other Chapter Officers, Chapter Committee members and other members of any Chapter shall serve without monetary compensation, except that an actual expense incurred may be reimbursed.

D. Membership and Meetings

A chapter shall have at least fifteen (15) dues-paying ODS Senior members and shall hold a minimum of one (1) annual general membership meeting per year in order to retain recognition by ODS. Chapter members shall receive due notice of the meeting, as provided in Article VI, Section 3 of the ODS Bylaws.

E. Chapter Suspension

Any Chapter may lose ODS recognition when any of the following conditions exist:

1. Failure of any Chapter to act in accordance with all applicable federal, state and local laws, ODS Bylaws and Policies and Procedures, or otherwise act in a way that is prejudicial to the Society.

2. Whenever the number of ODS Senior members represented by the Chapter falls below fifteen (15) on April 1 of the current membership year.
3. Whenever, in the judgment of the ODS Board of Directors, the best interest of the Society would be served thereby, a Chapter may lose ODS recognition. The ODS Board shall follow these procedures:
 - a. The Chapter subject to suspension shall be notified, in writing addressed to the last known Chapter Presiding Officer, detailing the grounds for concern, and the Chapter Presiding Officer shall have thirty (30) days from the date of the written notice to request a hearing before the ODS Board of Directors, prior to any vote on the suspension.
 - b. Chapter members shall be notified in writing or by publication of notice of such meeting in the ODS Newsletter or other regular communication distributed by ODS to its members, at least thirty (30) days before the ODS Board meeting at which the Chapter suspension is to be considered.
 - c. Any Chapter Officer or member may give testimony concerning the proposed suspension, and the Board shall have the right to ask questions relevant to the proceeding of any person so testifying.
 - d. After a fair and reasonable consideration of the facts alleged and all relevant testimony, the ODS Board shall vote on the proposed Chapter suspension.
 - e. Suspension of a Chapter shall require a two-thirds (2/3) vote of the ODS Directors eligible to vote, and shall be held at a regularly scheduled Board meeting. All members of the ODS Board must be sent written notification of the intention to move for the suspension of a Chapter at least thirty (30) days prior to the Board meeting where the vote will be taken.
 - f. The President, at the conclusion of the suspension proceeding, shall announce the vote count and the result of the vote, which shall be recorded by the Secretary. Suspension of a Chapter shall be issued in written form, and announced on the ODS website and in the next ODS newsletter.
 - g. All Chapter assets and funds remaining after satisfaction of Chapter liabilities shall revert to ODS. However, the Chapter may designate how it wants the funds/assets allocated..



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OKLAHOMA DRESSAGE SOCIETY

NEWSLETTER

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December 2007/January 2008

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Vice-President

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Treasurer

Pam Hogg (not on board)

Vacant (08)

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