



*“To finish is to Win”*

**Endurance Riders**

**Association of**

**British Columbia**

**HANDBOOK**

2010

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## **THIS & THAT**

This handbook contains updates as of November 2009. Any revisions over time are dated.

### **FUND RAISING:**

Any member or ride manager that engages in a fund raising activity whereby proceeds are donated to ERABC in the amount of \$200.00 or greater will be given a complimentary annual club membership for one year. (11/11/00)

### **COGGINS TESTING:**

Although it is not mandatory, ERABC requests that all horses brought to an endurance ride have a current negative coggins test. (11/11/00)

### **HCBC MEMBERSHIP:**

It is mandatory that all ERABC members also be members of Horse Council of British Columbia. (01/15/94)

### **ENDURANCE RIDE RULES & REGULATIONS:**

While ERABC rides of 22.4 miles or less are governed by ERABC Limited Distance Rules, members choosing to ride longer distances compete under the rules as set out by AERC. These rules are available at the AERC website as shown below.

#### **ERABC website**

**[www.ERABC.com](http://www.ERABC.com)**

#### **AERC website**

**[www.aerc.org](http://www.aerc.org)**

#### **PNER website**

**[www.endurance.net/organizations/PNER](http://www.endurance.net/organizations/PNER)**

## **ERABC MEMBERSHIP:**

ERABC Membership fees are:

\$20.00 per year for seniors

\$12.50 per year for juniors

\$40.00 per year for families. (11/11/00)

ERABC membership entitles you to vote on all ERABC issues as presented at general meetings.

ERABC members may seek election to the board of directors.

ERABC members are provided with the current policy handbook.

ERABC members enjoy a discounted entry fee at most ERABC rides.

ERABC Members in good standing earn points on every ERABC Ride completed. Points are allotted based on placing and number of entries. Points accumulated at ERABC rides will be compiled on your behalf by ERABC. You will only need to use the Mileage Record to have ERABC recognize endurance miles achieved at other rides, e.g. International, U.S. or Alberta. Annual mileage awards, high point horse and rider and high point B.C. awards are given as well as awards for consistency. Awards are presented at the annual general meeting after the year end.

ERABC members receive the Bi-Annual ERABC newsletter and stay informed through the website.

ERABC hosts informative endurance clinics.

ERABC members competing internationally are supported by the association and funding to help offset expenses to ERABC riders competing internationally is provided as available. See later in handbook.

You will find the membership application form on the website at [www.erabc.com](http://www.erabc.com).

## **POINTS AND MILEAGE RECOGNITION:**

All members must be members in good standing BEFORE the ride at which they wish to begin accumulating mileage or points.

If a member should not renew his/her membership in any given year, mileage and point accumulation for said year will not be recognized or recorded for that year.

If a rider rejoins ERABC after not being a member for one or more years, he/she will resume collecting mileage and adding it to that previously collected during the period in which he/she was a member in good standing.

Points and mileage recording of rides held within the Province of BC is automatically done by ERABC based on the ride standings report submitted by each ride manager after the ride has taken place. The statistician must be notified of errors in posted ride results as soon as possible, and no later than September 30th in the ride year (18 Nov 06).

It is the responsibility of the member to submit verification of completion of any recognized rides outside of the Province of BC.

An *out-of-province member* must show proof of HCBC membership (or equivalent with Capri Insurance) and participate in at least two (2) rides in British Columbia in order to have points or miles recorded and/or recognized (12 Nov 05); or to be eligible to apply for support from the International Fund (14 Nov 09).

### **MILEAGE:**

Each ERABC member in good standing is awarded cumulative mileage at all endurance rides sanctioned by ERABC, AERC or recognized sanctioning body. The mileage is cumulative for the member (rider) regardless of horse ridden. Mileage will only be recorded if the ride was successfully completed. A member's year-after-year recorded mileage accumulation will remain in the ERABC records indefinitely. (11/11/00)

### **POINTS:**

- Each ERABC member in good standing is awarded points at all endurance rides in BC as sanctioned by ERABC, AERC or recognized sanctioning body.
- Points are earned by successfully completing a ride.
- The point structure that ERABC is currently using is similar to that AERC, which computes points (except for Juniors) based on the formula of one point per mile, plus bonus points per mile for Top Ten (see chart). Points for Juniors are based on Top Five placing (see chart). Members completing one-day rides of 100 or more sanctioned miles receive 1.5 times the number of points listed in the Seniors chart, or according to AERC's current criteria. (20/11/04)
- Points are based on the same horse and rider throughout the ride year, unless indicated otherwise. (11/12/05)
- A rider may appear in the standings more than once when riding 2 or more different horses.

### **ERABC YEAR END AWARDS' CRITERIA:**

To participate in the Awards Program you must be an ERABC member in good standing, and must be a member prior to all rides attended to have them recognized.

*Final date to nominate for an award where a person(s) must nominate themselves is September 30<sup>th</sup>. Nominations to be made to the club statistician/points recorder.*

Final ride date accepted for points and/or miles will be *October 31*. Rides after that will be counted in the following year. It is responsibility of the rider to forward ride completions from out-of-province rides by October 31. Download the form from ERABC website [www.erabc.com](http://www.erabc.com)—Forms page. Mileage must be verifiable.

Miles and points accumulated at ERABC rides are automatically tallied. Same horse's registered (or consistently-used) name must be used throughout the ride season on all ride entry forms or risk losing points. ERABC no longer recognizes points from out-of-province rides. (11/14/09)

#### **1. ERABC GRAND CHAMPION & TOP TEN:**

Points from all BC rides of any distance to count. Must be same horse and rider combination. (Perpetual).

#### **2. ERABC HIGH MILEAGE AWARD:**

All sanctioned ERABC rides of any distance to count, one rider, any number of horses.

3. **MOST ERABC RIDES AWARD:**  
Most consistent ‘competer’ and ‘completer’ at ERABC rides.
4. **ERABC FAMILY AWARD:**  
Points from all BC rides of any distance to count. Must include two or more family members, one of which must be a child. (Perpetual)
5. **ERABC COUPLE AWARD:**  
Husband/wife/partner couples that do not have children participating in the sport. **Total Miles** from all BC rides to count. **COUPLE MAY NOMINATE THEMSELVES/OR THE AWARD SPONSOR MAY SELECT.** (11/14/09)
6. **ROOKIE OF THE YEAR:**  
Senior rider award, based on points. Must be an ERABC senior member in first year of competition. Results from all divisions considered.
7. **OVERALL HIGH MILEAGE AWARD:**  
All sanctioned endurance rides of any distance to count (including out-of-province rides). One rider, any number of horses.
8. **ERABC HIGH POINT JUNIOR (TOP 3\*):**  
Points from all ERABC sanctioned endurance rides of any distance to count. Must be same horse and rider combination. Scored under AERC junior point structure. \*Note, this may be changed back to Top 5 at such time as sufficient numbers of juniors enter rides. (11/14/09)
9. **OVERALL HIGH MILEAGE JUNIOR:**  
All sanctioned endurance rides of any distance to count (including out-of-province rides). One rider, any number of horses.
10. **LIMITED DISTANCE MILEAGE AWARD:**  
Riders that do exclusively limited distance rides (up to 35 miles). One rider, any number of horses.
11. **GOOD SAMARITAN AWARD:**  
To be determined by the ERABC Executive. Not necessarily given on an annual basis.
12. **SPECIAL VOLUNTEER(S) AWARD:**  
To be determined by the ERABC Executive. Not necessarily given on an annual basis.
13. **RIDE MANAGERS’ APPRECIATION AWARD:**  
Ride Managers will be acknowledged for their major contribution to our sport.
14. **PARTNERS’ AWARD:**  
In recognition of the extraordinary bond between Kim Hofmarks and her special partner, Dakota. Criteria based on AERC Pard’ners Award. (Perpetual).  
Nominations will be voted on by the ERABC Executive and at least one Board member. Nominees will be ranked (1 to 10, etc.), with ‘1’ given 10 points, ‘2’ given 9 points, etc.

Partners’ Award Criteria: *“Rider and horse perform together as a mutually bonded team. Rider and horse engender a spirit of friendship, enthusiasm and championship that makes those around them glad to have attended the ride. However competitive they may*

*be, good sportsmanship remains their main priority. Horse and rider take care of each other. Together horse and rider personify the prevailing and abiding goal of ERABC - 'To Finish is to Win'.*"

**15. ERABC TEAM AWARDS:**

Final Team selections will be made on May 30. See ERABC website for Team rules and point system.

**16. MILEAGE BADGES:**

Presented to all those who reach 250, 500, 750, 1000 miles, and for 500 mile increments thereafter.

**17. SPECIAL AWARDS:**

Morgan High Point Award (sponsored by BC Morgan Horse Association): points from all ERABC sanctioned endurance rides of any distance to count. Must be same horse and rider combination. Must be a registered pure or part-bred Morgan. RIDER MUST NOMINATE HIM/HERSELF. (Perpetual)

**18. ERABC BEST CONDITION AWARD:**

(Lil Schmidt Memorial Award)

Each member owned equine receiving a Best Condition at a ride in BC shall receive one point per mile of sanctioned ride length (in the Best Condition point system – those points do not go into the overall point system). If there are fewer than ten starting equines, the points are reduced by 10% for each starter fewer than ten; that is, if there are nine starters, the points are reduced by 10%, for eight starters by 20%, and so forth. However if there is only one starting equine, no Best Condition points shall be awarded. At the end of the ride season the member owned equine with the highest number of BC points, for at least 2 rides, shall be the ERABC Best Condition Champion. (Perpetual) (20/11/04)

**ERABC LIMITED DISTANCE:**

Limited Distance rides sanctioned by ERABC are marked trails of less than 22.4 miles, usually of two loops of comparable distance, with three examinations (vet checks) for the horse - pre-ride, mid-point, and finish - that must be completed typically within a 6 hour period.

Equines of the age of at least 4 years old passing a pre-ride vet check, senior riders (over the age of 16), and junior riders (15 years and under at Dec. 31 of previous year) with helmets accompanied by adult sponsor (21years or over), are eligible to enter Limited Distance rides.

Mileage is cumulative; recognized and recorded by ERABC LIMITED DISTANCE CRITERIA 11/10/01

All ERABC Sanctioned LD rides follow ERABC rules.

Maximum time for LD rides is based on a pace of 4.2 mph, which is equivalent to approximately 6 hours riding time for 24 miles, including 45 minutes of hold time.

Horses have a 15 minute period at the finish line to reach pulse criteria in order to receive a time placement, finishing when the horse's pulse meets criteria, and a total of 30 minutes to reach pulse criteria to receive completion only, after which time they are disqualified.

Horses with pulse recovery occurring between 16 and 30 minutes after crossing the finish line receive placements behind all other horses that pulsed down within 15 minutes.

Horses must be presented within 30 minutes for final vet check.

A High Vet Score is awarded in the Limited Distance Division.

### **THE REWARDS:**

The ERABC motto is "*To Finish is to Win*". All entrants who have met the heart-rate, soundness, and time criteria will receive a completion award, and ERABC members will have their mileage accumulated.

Awards will be given to senior or junior riders for High Vet Score in limited distance rides , determined by the results recorded at the final vet check. Ties will be broken by the greater rider weight, then by the faster time. One to ten points may be deducted from a 200-point maximum for the parameters check on your vet card.

*Riders should refer to the full body of the rules for further information.*

### **ENDURANCE CANADA:**

**Endurance Canada** is the national organization representing the sport of Endurance in Canada – a **Committee of the Sport Division of Equine Canada**. The **Endurance Canada Committee** has drafted national rules and policies; is working to provide sanctioning for all endurance rides in Canada; is in discussions with AERC regarding 'reciprocity'; is developing a national awards/recognition program (Canadian rankings are available); will build educational, coaching and athlete development programs - grassroots to international; supports our riders representing Canada on the world stage; publishes e-newsletters monthly; provides CanEndure@yahoo.com as a forum for discussion;

Endurance Canada's website: [www.endurancecanada.ca](http://www.endurancecanada.ca).

Membership Information: [endurancecanada.ca/membership.htm](http://endurancecanada.ca/membership.htm)

### **ERABC MEETINGS AND BOARD OF DIRECTORS:**

ERABC holds an annual general meeting each year, usually in November. The board of directors is elected at this time. All positions are for a one year term, although it is customary to serve for at least 2 years. The AGM is normally hosted by members in the Lower Mainland and the Okanagan in alternate years. (01/15/94)

Members may bring forth new motions or motions to change existing rules or set policy. These notices of motion must be received by the ERABC secretary 6 weeks prior to the AGM in order that they can be forwarded to the general membership 30 days prior to the annual general meeting

in compliance with ERABC bylaws. Motions may also be made from the floor.

Please refer to the ERABC bylaws included in this handbook.

The ERABC Board of directors is made up of:

President  
Vice President  
Secretary  
Treasurer  
Directors at large

ERABC Executive has an annual discretionary fund of \$200.00 available for unforeseen circumstances that may arise. It may be accessed without being presented to the membership or Board of directors for approval. (02/22/99)

### **PUTTING ON A RIDE IN BC:**

ERABC rides in BC are conducted following AERC rules and regulations for rides more than 22.4 miles in length, and ERABC rules for rides of less than or equal to 22.4 miles in length.

There are two ways in which rides are conducted in BC:

1. ERABC Club ride:
  - a Managed by an individual member(s), under the guidance of ERABC board of directors.
  - b Ride manager is required to submit a detailed budget & income/expense statement with receipts after the ride. (11/11/00)
  - c ERABC will establish a fixed ceiling for expenses to put on an ERABC ride and the ride manager needs executive approval to exceed that ceiling. (11/11/00)
  - d Ride managers must submit any profits to ERABC.
  
2. Private Treaty:
  - a All profits/losses are absorbed by the individual or club who puts on the ride. ERABC has a quantity of essential equipment available for rent by ride organizers at the rate of \$1.00 per starting rider. (02/26/99) This equipment rental rate is assessed at each annual general meeting. (02/26/99)
  - b ERABC offers “umbrella” insurance coverage through the Societies policy with the Horse Council of British Columbia. This coverage is available to ride managers for a contribution of \$40.00. (02/22/99)
  - c ERABC Sanction and insurance fees combined are \$50.00. When hosting an ERABC event, Clubs or associations that carry their own

event/activity insurance need not use the coverage available through ERABC, however the sanction fee of \$10.00 is still payable.

In all cases, Ride managers are encouraged to promote ERABC fund-raising activities.

## **INTERNATIONAL COMPETITION & SUPPORT:**

### PRIMARY OBJECTIVES of the INTERNATIONAL COMMITTEE:

1. To foster and stimulate interest in international competition and to aid and assist those participants in pursuing their goals of riding for Canada/Canada West at FEI and/or FEI CEI rides (11/09/02) .
2. To provide fair disbursements of proceeds from ERABC International Fund account to qualifying ERABC members.
3. To provide a communication link between ERABC and ECI on International matters involving ERABC members.

### STRUCTURE of COMMITTEE:

- Chair
- Secretary
- Any member of ERABC interested in International Competition
- All members of the International Committee may vote
- All members of the IC should support, but not rely solely, on the Rainbow Ride as a fund raiser for International competition.

### INTERNATIONAL FUND:

The International Fund will carry a balance at all times of no less than \$100.00 or 10% of dispersible funds, whichever is greater.

### FUND DISTRIBUTION CRITERIA:

1. Only ERABC members in good standing, who have attended (ridden or volunteered) at least two (2) ERABC rides in the ride season (11/14/09), and who start an FEI CEI \*\*, CEI \*\*\* and/or CEI \*\*\*\* ride are eligible; A qualifying pit crew member must only be a member of ERABC.
2. Riders must work at, or otherwise donate monies to ERABC in order to receive ERABC International Committee financial support. (11/11/00) . 'Sweat equity' provided by riders must be a distinct and significant measurable commitment that exemplifies a dedication to ERABC and to Canadian endurance rides in the 12 month period of the year of application. (11/12/05)
3. Applicants must fill out the application form provided on the website, listing their contributions to ERABC during the year of application. This should be received at least two weeks prior to the AGM.(11/12/05)
4. The order of priority for disbursement will be:
  - a. Riders/Grooms
  - b. Team Manager

- c. Pit crew (1 per rider)
- d. Farrier – private treaty at FEI events
- e. Chef d’equipe
- f. Team Veterinarian

Explanation of above: The Rider/Groom classification assumes that as the rider/groom is considered to be a partnership, the rider is responsible for the groom’s expenses. As the Chef and Vet are subsidized by the Organization Committee, their costs are less than those of other participants. If the Chef and Vet should receive no funding, then they will be placed ahead of pit crew.

- 5. Disbursement: FEI CEI \*\* rides riders only; FEI CEI \*\*\* and CEI\*\*\*\* rides, long-listed riders and horses who attend the FEI CEI \*\*\* or CEI\*\*\*\* rides.
- 6. 75% of disburseable funds in the account (if the funds in the account total \$3000 or more) shall be disbursed to the rider/grooms leaving the remaining 25% to be filtered down through the pit crews, Farrier, Chef d’equipe and Team Vet. The new position of team manager shall be placed before the pit crews. If the account total is below \$3000 then disbursement shall take place as previously set up. See No. 7.
- 7. The following “value” system is the guideline used for disbursement:
  - Value of “X” put to a CEI ride – only riders are eligible
  - Value of “8X” put to a CEIO ride – rider/groom treated as one
  - Value “X” put to a Team Manager
  - Value “X” put to a Pit Crew – one per rider
  - Value of “X” put to a Farrier
  - Value of “1/2X” put to Chef d’equipe
  - Value of “1/2X” put to Team Veterinarian

All must be members in good standing of ERABC.

- 8. Pay-outs will be made after October 31st of any given year as expenses and donations are still coming in 11/09/02. If circumstances are such that a pay-out is made prior to October 31st any further donations or expenses will be put into the following year.

**PIT CREW DISBURSEMENT:**

Riders are to submit one name for pit crew disbursement – must be an ERABC member but not necessarily a B.C. resident.

**FARRIER DISBURSEMENT:**

To the extent that monies in the International account will allow, this account will pay farrier “private treaty” services given to riders at an FEI event. This assumes horses are properly shod prior to arrival on-site.

**CRITERIA FOR HORSE COUNCIL ATHLETE ASSISTANCE:**

The ERABC International Committee has changed the criteria for Horse Council of BC’s Athlete Assistance Program from any long listed rider, to any long listed rider who meets all nomination criteria put forth by FEI, CEF, and/or Endurance Canada.

ERABC will contribute a minimum of \$100.00 annually to help offset the expenses of delegates attending CEF management committee meetings. (11/5/94) The board may approve a higher contribution if the budget permits.

# **BYLAWS OF ENDURANCE RIDERS ASSOCIATION OF BRITISH COLUMBIA**

## **PART 1 INTERPRETATION**

- 1.1 In these Bylaws, unless the context otherwise requires:
- (a) "Directors" means the directors of the Society for the time being;
  - (b) "Society Act" means the Society Act of the Province of British Columbia from time to time in force and all amendments to it;
  - (c) "Registered Address" of a member means his address as recorded in the register of members;
- 1.2 The definitions in the Society Act on the date these Bylaws become effective apply to these Bylaws.
- 1.3 Words importing the singular include the plural and vice versa; and words importing a male person include a female person and a corporation.

## **PART 2 MEMBERSHIP**

- 2.1 The members of the Society are the applicants for incorporation of the Society, and those persons who subsequently have become members in accordance with these Bylaws and, in either case, have not ceased to be members.
- 2.2 A person may apply to the Directors for membership in the Society and on acceptance by the Directors shall be a member.
- 2.3 Every member shall uphold the constitution and comply with these Bylaws.
- 2.4 The amount of the first annual membership dues shall be determined by the Directors and after that the annual membership dues shall be determined at the annual general meeting of the Society.
- 2.5 Membership shall be for the calendar year January 1st to December 31st.
- 2.6 There shall be three (3) classes of members:
- (i) Honorary members - The Board of Directors may appoint Honorary members. An Honorary member shall take no part in the management of the Society's affairs and shall not vote;
  - (ii) Life members - Life members shall be those individuals who have:
    - a. paid a life membership fee; or
    - b. received a gift of life membership from the Society.
  - (iii) Annual members:
    - c. Senior members shall be those individuals who have attained the age of sixteen (16) years as of December 1st of the previous year. Each senior member in good standing, including senior Life members, shall have one (1) vote.
    - d. Junior members shall be those individuals who have not attained the age of sixteen (16) years as of December 1st of the previous year. Junior members, including junior Life members shall not vote.

- e. Corporations and organizations.  
Each corporation or organization in good standing shall have one (1) vote.

- 2.7 A person shall cease to be a member of the Society
- (i) by delivering his resignation in writing to the Secretary of the Society or by mailing or delivering it to the address of the Society;
  - (ii) on his death or in the case of a corporation on dissolution;
  - (iii) on being expelled; or
  - (iv) on being a member not in good standing.
- 2.8 The Board of Directors shall have the power to suspend or expel any member who fails to observe any rule or regulation set forth in these bylaws or whose conduct is, in the opinion of the Board of Directors, prejudicial to the interest of the Society and the welfare of the equine in accordance with the Society's Welfare of the Horse and Code of Conduct, and may constitute interference with ride veterinarians or ride officials, and cruelty to animals. A member so suspended or expelled must be given an opportunity to be heard at a general meeting of the Society. An affirmative vote of three-quarters (3/4) of the voting members present at such meeting is required for reinstatement.
- 2.9 All members are in good standing except a member who has failed to pay his current annual membership fee or other fees or dues, or is suspended or expelled.
- 2.10 No member shall be entitled to any of the rights and privileges of the Society during any year until his annual membership fee for that year is paid. On May 30th in each year all members who paid for the preceding year, but who have not paid for the current year, shall be removed from the membership list.

### PART 3 MEETINGS OF MEMBERS

- 3.1 General meetings of the Society shall be held at the time and place, in accordance with the Society Act, that the Directors decide.
- 3.2 Every general meeting, other than an annual general meeting, is an extraordinary general meeting.
- 3.3 The Directors may, when they think fit, convene an extraordinary general meeting.
- 3.4 Notice of a general meeting shall specify the place, the day and the hour of meeting, and, in case of special business, the general nature of that business. Notice of a general meeting shall be by way of written notice delivered personally, or mailed prepaid, at least thirty (30) days prior to the date of the meeting.
- 3.5 The accidental omission to give notice of a meeting to, or the non-receipt of a notice by, any of the members entitled to receive notice does not invalidate proceedings at that meeting.
- 3.6 The first annual general meeting of the Society shall be held not more than 15 months after the date of incorporation and thereafter an annual general meeting shall be held at least once in every calendar year and not more than 15 months after holding the last preceding annual general meeting.

### PART 4 PROCEEDINGS AT GENERAL MEETINGS

- 4.1 Special business is
- (a) all business at an extraordinary general meeting except the adoption of rules of order, and
  - b) all business that is transacted at an annual general meeting, except

- (i) the adoption of rules of order;
  - (ii) the consideration of the financial statements;
  - (iii) the report of the Directors;
  - (iv) the report of the auditor, if any;
  - (v) the election of Directors;
  - (vi) the appointment of the auditor, if required; and
  - (vii) the other business that, under these bylaws, ought to be transacted at an annual general meeting, or business which is brought under consideration by the report of the Directors issued with the notice convening the meeting.
- 4.2 No business, other than the election of a chairman and the adjournment or termination of the meeting, shall be conducted at a general meeting at a time when a quorum is not present.
- 4.3 If at any time during a general meeting there ceases to be a quorum present, business then in progress shall be suspended until there is a quorum present or until the meeting is adjourned or terminated.
- 4.4 A quorum is ten (10) members present, or a greater number that the members may determine at a general meeting.
- 4.5 If within 30 minutes from the time appointed for a general members' meeting a quorum is not present, the meeting, if convened on the requisition of the members, shall be terminated; but in any other case, it shall stand adjourned to the same day in the next week, at the same time and place, and if, at the adjourned meeting, a quorum is not present within 30 minutes from the time appointed for the meeting, the members present constitute a quorum.
- 4.6 Subject to Bylaw 4.7, the President of the Society, the Vice-President, or, in the absence of both, one of the other Directors present, shall preside as chairman of a general meeting.
- 4.7 If at a general meeting
- (i) there is no President, Vice-President, or other Director present within 15 minutes after the time appointed for holding the meeting,  
or
  - (ii) the President and all the other Directors present are unwilling to act as chairman the members present shall choose one of their number to be chairman.
- 4.8 A general meeting may be adjourned from time to time and from place to place, but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.
- 4.9 When a meeting is adjourned for 10 days or more, notice of the adjourned meeting shall be given as in the case of the original meeting.
- 4.10 Except as provided in this Bylaw, it is not necessary to give notice of an adjournment or of the business to be transacted at an adjourned general meeting.
- 4.11 No resolution proposed at a meeting need be seconded, and the chairman of a meeting may move or propose a resolution.
- 4.12 In case of an equality of votes the chairman shall not have a casting or second vote in addition to the vote to which he may be entitled as a member and the proposed resolution shall not pass.
- 4.13 Voting is by show of hands.
- 4.14 Voting by proxy is permitted. A proxy must be in writing.
- 4.15 Voting by mail ballot for the election of Directors is permitted. Each such ballot shall be mailed at least thirty (30) days prior to the date on which ballots are to be received by the Secretary for tabulation and shall be accompanied by all necessary pertinent information. The form of such ballot shall be specific to the particular matter to be addressed and shall provide for anonymity while ensuring only authorized ballots are considered.

- 4.16 A corporate member may vote by its authorized representative, who is entitled to speak and vote, and in all other respects exercise the rights of a senior member, and that representative shall be reckoned as a senior member for all purposes with respect to a meeting of the Society.
- 4.17 The rules of procedure at all meetings shall be Robert's Rules of Order, as far as applicable, and when not inconsistent with these bylaws.
- 4.18 Ten (10%) percent of the members may, at any time, by notice in writing specifying the purpose of the meeting (such notice to be signed by them and delivered to the Secretary) require the Directors to call a general meeting of the Society, and the Directors shall, upon receipt of such notice, call a general meeting of the Society as soon as practicable.

## PART 5 DIRECTORS AND OFFICERS

- 5.1 The Directors may exercise all the powers and do all the acts and things that the Society may exercise and do, and which are not by these bylaws or by statute or otherwise lawfully directed or required to be exercised or done by the Society in general meeting, but subject, nevertheless to
- (i) all laws affecting the Society;
  - (ii) these Bylaws; and
  - (iii) rules, not being inconsistent with these Bylaws, which are made from time to time by the Society in general meeting.
- 5.2 No rule, made by the Society in general meeting, invalidates a prior act of the Directors that would have been valid if that rule had not been made.
- 5.3 The President, Vice-President, Secretary, Treasurer and one or more other persons shall be the Directors of the Society.
- 5.4 The number of Directors shall be five or a greater number determined from time to time at a general meeting.
- 5.5 The Directors shall retire from office at each annual general meeting when their successors shall be elected.
- 5.6 Separate elections shall be held for each office to be filled.
- 5.7 An election may be by acclamation, otherwise it shall be by ballot.
- 5.8 If no successor is elected the person previously elected or appointed continues to hold office.
- 5.9 The Directors may at any time and from time to time appoint a member as a Director to fill a vacancy in the Directors.
- 5.10 A Director so appointed holds office only until the conclusion of the next following annual general meeting of the Society, but is eligible for re-election at the meeting.
- 5.11 If a Director resigns his office or otherwise ceases to hold office, the remaining Directors shall appoint a member to take the place of the former Director.
- 5.12 No act or proceeding of the Directors is invalid only by reason of there being less than the prescribed number of Directors in office.
- 5.13 The members may by special resolution remove a Director before the expiration of his term of office, and may elect a successor to complete the term of office.
- 5.14 No Director shall be remunerated for being or acting as a Director, but a Director may be reimbursed for all expenses necessarily and reasonably incurred by him while engaged in the affairs of the Society.

PART 6  
PROCEEDINGS OF DIRECTORS

- 6.1 The Directors may meet together at the places they think fit to dispatch business, adjourn and otherwise regulate their meetings and proceedings, as they see fit.
- 6.2 The Directors may from time to time fix the quorum necessary to transact business, and unless so fixed the quorum shall be a majority of the Directors then in office.
- 6.3 The President shall be chairman of all meetings of the Directors, but if at a meeting the President is not present within 30 minutes after the time appointed for holding the meeting, the Vice-President shall act as Chairman; but if neither is present the Directors present may choose one of their number to be Chairman at the meeting.
- 6.4 A Director may at any time, and the Secretary, on the request of a Director, shall, convene a meeting of the Directors.
- 6.5 The Directors may delegate any, but not all, of their powers to committees consisting of the Director or Directors as they think fit.
- 6.6 A committee so formed in the exercise of the powers so delegated shall conform to any rules imposed on it by the Directors, and shall report every act or thing done in exercise of those powers to the earliest meeting of the Directors to be held next after it has been done.
- 6.7 A committee shall elect a Chairman of its meetings; but if no Chairman is elected, or if at a meeting the Chairman is not present within 30 minutes after the time appointed for holding the meeting, the Directors present who are members of the committee shall choose one of their number to be Chairman of the meeting.
- 6.8 The members of a committee may meet and adjourn as they think proper.
- 6.9 For a first meeting of Directors held immediately following the appointment or election of a Director or Directors at an annual or other general meeting of members, or for a meeting of the Directors at which a Director is appointed to fill a vacancy in the Directors, it is not necessary to give notice of the meeting to the newly elected or appointed Director or Directors for the meeting to be constituted, if a quorum of the Directors is present.
- 6.10 A Director who may be absent temporarily from British Columbia may send or deliver to the address of the Society a waiver of notice, which may be by letter, telegram, telex or cable, of any meeting of the Directors and may, at any time, withdraw the waiver, and until the waiver is withdrawn
- (i) no notice of meeting of Directors shall be sent to that Director; and
  - (ii) any and all meetings of the Directors of the Society, notice of which has not been given to that Director, shall, if a quorum of the Directors is present, be valid and effective.
- 6.11 Questions arising at any meeting of the Directors and committee of Directors shall be decided by a majority of votes.
- 6.12 In case of an equality of votes, the chairman does not have a second or casting vote.
- 6.13 No resolution proposed at a meeting of Directors or committee of Directors need be seconded, and the chairman of a meeting may move or propose a resolution.
- 6.14 A resolution in writing, signed by all the Directors and placed with the minutes of the Directors, is as valid and effective as if regularly passed at a meeting of Directors.

PART 7  
DUTIES OF OFFICERS

- 7.1 The President shall preside at all meetings of the Society and of the Directors.
- 7.2 The President is the Chief Executive Officer of the Society and shall supervise the other officers in the execution of their duties.
- 7.3 The Vice-President shall carry out the duties of the President during his absence.
- 7.4 The Secretary shall:
- (i) conduct the correspondence of the Society;
  - (ii) issue notices of meetings of the Society and Directors;
  - (iii) keep minutes of all meetings of the Society and Directors;
  - (iv) have custody of all records and documents of the Society except those required to be kept by the Treasurer;
  - (v) have custody of the common seal of the Society; and
  - (vi) maintain the register of members.
- 7.5 The Treasurer shall:
- (i) keep the financial records, including books of account, necessary to comply with the Society Act; and
  - (ii) render financial statements to the Directors, members and others when required.
- 7.6 The offices of Secretary and Treasurer may be held by one person who shall be known as the Secretary-Treasurer.
- 7.7 When a Secretary-Treasurer holds office the total number of Directors shall not be less than five or the greater number that may have been determined pursuant to bylaw 5.4.
- 7.8 In the absence of the Secretary from a meeting, the Directors shall appoint another person to act as secretary at the meeting.

PART 8  
SEAL

- 8.1 The Directors may provide a common seal for the Society and may destroy a seal and substitute a new seal in its place.
- 8.2 The common seal shall be affixed only when authorized by a resolution of the Directors and then only in the presence of the persons prescribed in the resolution, or if no persons are prescribed, in the presence of the President and Secretary or President and Secretary-Treasurer.

PART 9  
BORROWING

- 9.1 The Society has no borrowing powers.

PART 10  
AUDITOR

- 10.1 This part applies only where the Society is required or has resolved to have an auditor.

- 10.2 The first auditor shall be appointed by the Directors, who shall also fill all vacancies occurring in the office of auditor.
- 10.3 At each annual general meeting the Society shall appoint an auditor to hold office until he is reelected or his successor is elected at the next annual general meeting.
- 10.4 An auditor may be removed by ordinary resolution.
- 10.5 An auditor shall be promptly informed in writing of appointment or removal.
- 10.6 No Director and no employee of the Society shall be auditor.
- 10.7 The auditor may attend general meetings.

**PART 11  
NOTICES TO MEMBERS**

- 11.1 A notice may be given to a member, either personally or by mail to the latest address of the member as shown on the books and records of the Society.
- 11.2 A notice sent by mail shall be deemed to have been given on the second day following that on which the notice is posted, and in proving that notice has been given it is sufficient to prove that the notice was properly addressed and put in a Canadian post office receptacle.
- 11.3 Notice of a general meeting shall be given to:
  - (i) every member shown on the register of members on the day notice is given;and
  - (ii) the auditor, if Part 10 applies.
- 11.4 No other person is entitled to receive a notice of general meeting.

**PART 12  
BYLAWS**

- 12.1 On being admitted to membership, each member is entitled to and the Society shall give him, without charge, a copy of the Constitution and Bylaws of the Society.
- 12.2 These bylaws shall not be altered or added to except by special resolution.

DATED: May 20, 2001

**Mission Statement**

*MISSION STATEMENT*  
*of*  
*Endurance Rider's Association*  
*of British Columbia*



- To foster and stimulate interest in the equestrian sport of endurance riding;
- to bring together all persons wishing to ride competitively;
- to promote and encourage training and competition opportunities for beginning and advanced riders;
- to assist in the development and preservation of courses or terrain suitable for endurance competitions;
- to bring together all local long distance riding associations for increased educational opportunities.