

CenterLine Dressage

The Handbook of CenterLine Dressage

The Benefits, Forms and By-Laws for Members

Revised: 8.7.14

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CLD HANDBOOK

Please familiarize yourself with its contents and retain it for future reference.

CLD is an affiliate Group Member Organization (GMO) of the United States Dressage Federation (USDF). It is incorporated under the General Not for Profit Corporation Act of the State of Illinois. Its purpose is to promote interest in dressage and to enlarge dressage education.

BENEFITS OF BELONGING TO CLD

Affiliation with CenterLine Dressage assures all members are protected by the articles of incorporation obtained and maintained by the Board of Directors.

Second, members are protected in putting on shows, clinics, and other activities by the insurance coverage maintained by the Board of Directors.

Each member has access to the CLD website, <http://www.centerlinedressage.com>. It stores electronic copies of the monthly newsletter, The Reader. You can download membership forms, show entry blanks, and scholarship forms, etc. or enjoy pictures of CLD events. Additionally, each individual member has a direct link with USDF representation made stronger by her/his affiliation with CLD. A portion of an individual member's dues, which is paid to USDF, insures each of these benefits stated above.

EDUCATIONAL OPPORTUNITIES

CenterLine Dressage annually presents numerous events that educate members and the general public. They range from shows, both schooling and rated, to clinics with dressage instructors. The lectures may be dressage specific or on general subjects of use to all horsemen. Social activities like Barn Tours or the annual Christmas party allow members to meet each other in a non-competitive venue. Occasionally there have been larger efforts like the bus trip to St. Louis to see the Spanish Riding School perform.

Look under Scholarships for funds available to CLD members of two years standing or more to further your own dressage dream, or, in the case of the Scholastic Scholarship, to further your education beyond high school.

MONTHLY NEWSLETTER – THE READER

All junior, senior, and family members of CLD will receive, or can access on the CLD website, one copy of THE READER which is published monthly, February through November. December and January of the following year will be combined into one issue.

Every member is welcome to contribute to the newsletter. The newsletter editor must receive correspondence by the first of the month.

CLD HANDBOOK

SCHOLARSHIPS

CLD offers financial assistance to those starting the pyramid of training as well as those nearing the top. There is an annual assist of \$500 for members who are continuing their education beyond high school. This can help whether the recipient is attending college or technical training, whether straight out of high school or embarking on a second career. The clinic participation scholarship is an annual award that will pay the instruction fee for a CLD-sponsored clinic for one CLD member. The Cheryl Finke Fund for Developing Riders offers a grant to those working at Fourth Level or above. All recipients must have been a member of CLD for at least two years and must report on their experience to The Reader. Full details are available on each application.

GUIDELINES FOR PRIVATELY HOSTED CLD APPROVED SHOWS

1. Available to CLD Members of good standing, only. Determination to be made by the Board at the time of approval.
2. Must be a member at the time of application for the show and at the time of the show. If show is conducted on an annual basis, membership requirements must be in place as stated above, each year. Board should review each year to determine eligibility of show to be CLD Approved.
3. Approval should include verification by a CLD Board Member that facilities are adequate for show (i.e. poor conditions can reflect poorly on CLD).
4. Incorporate any requirements and additional fees imposed by insurance company.
5. Do not charge a CLD Application fee—consider this a benefit of membership.
6. CLD Members pay lesser amount to show than non-CLD Members. Difference in fees goes to CLD.
7. The host/CLD Member will be responsible for any loss or receive any profit from the show. Not involving CLD in the profit/loss may result in the host being motivated to make a profit and not rely on CLD to cover a loss.
8. Show results are to be sent to the Newsletter Editor for publication.

A list of all riders who participated will also be provided to the Board. The list will include who are CLD Members and who are not CLD Members and be accompanied by a check for the non-member fees due to CLD.

The Secretary's table will display CLD Membership and Horse Nomination applications.

YEAR-END AWARDS

The purpose of the CenterLine Dressage year-end award program is to encourage competition and recognize achievement of CLD members in competition at all levels—-Training through Grand Prix—both in our own schooling and rated competitions as well as showing in the wider world.

Horse/Rider Eligibility

The Rider and horse owner must have current paid memberships with CLD before the scores are earned.

Competition Eligibility

Scores from the following are eligible for year-end award calculations:

- All non-restricted dressage competitions open to all breeds**. This includes schooling and USDF/USEF recognized events.
- Dressage competitions held with (but scored and awarded separately) from horse trials or combined tests.

**Not included are closed or single breed competitions.

Award Divisions

All Awards require Horse/Rider combinations to qualify by receiving two scores of at least 55% in one year from two different judges at two different competitions. A judge may appear as part of a panel with the combined panel score constituting a “different” judge. Freestyle is offered at all levels for both rated and non-rated divisions.

The following divisions will be used:

- “Rated” for those that are competing at open USDF/USEF recognized dressage competitions (breed restricted competitions not to count)
- “Non-rated” for schooling shows. **Three awards are available: Champion trophy, Reserve Champion trophy and third place award. They will be awarded for all levels from Introductory to Grand Prix.**

In the Non-rated (**schooling**) division, Junior/Young Rider, Adult Amateur, Open and Novice awards are offered for the following levels: Introductory through Grand Prix. Only scores earned at non-rated competitions will count. The highest overall percentage in the Schooling Show Division will win a CLD saddle pad in lieu of other prizes.

In the **Rated** division, Junior/Young Rider, Adult Amateur, Open and Novice are offered at all levels from Introductory through Grand Prix. Only scores from USDF/USEF recognized dressage competitions will count. The highest percentage in each level from Training to Grand Prix, Open or Novice, will receive a CLD saddle pad in lieu of other prizes. The highest percentage in each level from Training to Grand Prix, Jr/Young Rider or Adult Amateur, will receive a CLD saddle pad in lieu of other prizes.

Categories

The following categories will be used:

- **Novice Category** includes newly nominated or participating Horse/Rider combinations and those who have not yet received two scores of at least 55% from two different judges at two different competitions at that level in one year. A horse and rider pair may compete for two years at a particular level as a Novice.
- **Jr/Young Riders** are qualified until the end of the calendar year in which they reach the age of 21.
- **Adult Amateurs** are non-professionals over the age of 21.

• **Professionals** must compete in the Open category.

Score Submission

Each individual is responsible for submitting their own scores. The award show season is October 1 through September 30. Scores are to be submitted by October 10. A rider needs to copy the front of the score sheet, verifying the following are legible and include: name of horse, name of rider, level of competition; name, date, and location of show and name and signature of judge. Please indicate the type of show, schooling or USEF/USDF.

Scores from USDF/USEF-rated competitions may be submitted on a copy of the horse's official USDF Year End Competition page (copied from the USDF website) with the best two scores in each category clearly marked. Nominations and scores should be emailed or mailed to the Awards Chairs: Lisa Lehr & Theresa Litchfield (rev. 8/7/2014)



CenterLine Dressage New Member & Renewal Form

(Membership year is December 1 through November 30)

CenterLine Dressage

Name: _____ USDF #: _____

Name: _____ USDF #: _____

Address: _____

City: _____

State: _____

ZIP: _____

Telephone: _____

E-mail: _____

Birth Date for Youth Members (21 & Under): _____

<input checked="" type="checkbox"/>	Renewal:	<input type="checkbox"/>
<input checked="" type="checkbox"/>	New Member:	<input type="checkbox"/>

Reader Preference		
<input checked="" type="checkbox"/>	Paper Copy:	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Digital Copy:	<input type="checkbox"/>

Membership Type	Details	Totals
Individual Membership	<p style="text-align: center;">\$45</p> <p>Includes 1 Reader, 1 Vote, USDF Membership, Discounts at CLD Shows, Discounts on Advertising, Horse Nomination (requires separate form)</p>	<p style="text-align: center;">\$ _____</p>
Junior Membership (21 & under)	<p style="text-align: center;">\$25</p> <p>Includes 1 Reader, 1 Vote, USDF Membership, Discounts at CLD Shows, Discounts on Advertising, Horse Nomination (requires separate form)</p>	<p style="text-align: center;">\$ _____</p>
Family Membership	<p style="text-align: center;">\$65</p> <p>Includes 1 Reader, 2 Vote, 2 USDF Membership, Discounts at CLD Shows, Discounts on Advertising, Horse Nomination (requires separate form)</p>	<p style="text-align: center;">\$ _____</p>
Total Dues:		\$ _____

Please send to:

Kelly Griffith
 CLD Membership Secretary
 membershipsecretary@centerlinedressage.com
 5351 S. Cantrall Creek Road
 Cantrall IL 62625

CLD Horse/Rider Nomination Form



CenterLine Dressage

Name of Horse: _____

Name of Rider: _____

Name of Owner: _____

Address: _____

City: _____ State: _____

ZIP: _____

Telephone: _____ E-mail: _____

Has this Horse/Rider combination shown with CLD in previous years?

(circle one) **YES** **NO**

If yes, when? _____ What levels? _____

At what level, category, and division do you expect to show?

(See next page for details)

! NOTE !

As award nomination fees are now part of membership fees both rider & owner must be current members of CLD.

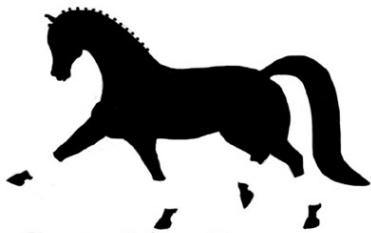
THIS FORM CAN ALSO BE FILLED OUT ONLINE @ centerlinedressage.com/horsenom

Level <small>(you may choose more than one)</small>	Category <small>(you may choose more than one; only one award may be won per level)</small>	Division <small>(you may choose only one)</small>
Intro	Junior/Young Rider	Schooling Division
Training		
First		
Second	Adult Amateur	
Third		
Fourth		
PSG	Novice	Open Division
I-1		
I-2		
Grand Prix	Open	
Musical Freestyle		

CLD Year-End awards are for specific Horse/Rider combinations. Each horse or rider must be nominated separately. Forms must be received **BEFORE** scores will be counted and membership fees must be current.

Please send nomination forms for each combination to:

Lisa Lehr & Theresa Litchfield
Awards Chair
awards_chair@centerlinedressage.com
1736 South Farmingdale Road
New Berlin, IL 62670



CenterLine Dressage

CenterLine Dressage Scholarship to Fund Member Participation in CLD-Sponsored Clinics

This scholarship is intended to provide amateur owners, juniors or young riders the opportunity to take part in CLD clinics. It is particularly meant to allow those who could afford to participate in only part of a multiple-day clinic to ride in each day of the clinic. This is important because of the multiplier effect of working on consecutive days with a clinician. Recipients will be required to ride in all days of the supported clinic. He or she must be a member of at least two years' standing in CLD, working with a coach or instructor, and must have goals that such a clinic should advance. All

recipients are required to report on what was gained from the experience within three months of the clinic. The report will be published in The Reader. A rider may use the scholarship no more than once in any two year period. Closing date is two weeks prior to start of a CLD sponsored clinic.

Name: _____ City: _____ State: _____

Email: _____ Telephone: _____ ZIP: _____

Address: _____

Date of Clinic: _____ Clinician: _____

Cost of Clinic: _____ Amount Requested: _____

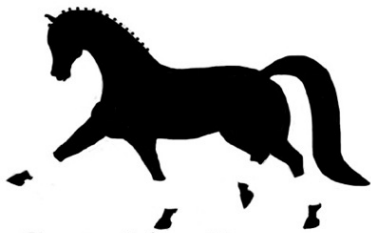
Name of regular coach or instructor: _____

(Please have your instructor send a letter of recommendation to Scholarship Chair)

State your goal for this clinic: (improving suppleness, refining half-pass, etc...)

Please send via email & post at least two weeks prior to the clinic:

CLD President
president@centerlinedressage.com
1736 South Farmingdale Road
New Berlin, IL 62670



CenterLine Dressage

CenterLine Dressage Cheryl Finke Fund for Developing Riders Application Form

Cheryl Finke Fund applicants must give back to CLD by sharing the supported experience with club members. You may make a presentation to the club, offer a clinic or another agreed upon venue. An article describing your experience is mandatory for The Reader newsletter. Applicants must be a member of at least two years. Attach additional pages as necessary.

Name: _____ City: _____ State: _____

Email: _____ Telephone: _____ ZIP: _____

Address: _____

List Contributions you have made to CLD: _____

List Equestrian Accomplishments Fourth Level and above: _____

Please describe the activities for which you are requesting support: _____

What is the approximate total cost of the activities for which you are requesting support: _____

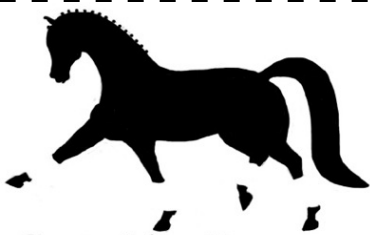
Amount of support you are requesting: _____

What year did you join CLD: _____

Please send via post or email to:

CLD President
president@centerlinedressage.com
1736 South Farmingdale Road
New Berlin, IL 62670

CenterLine Dressage Application to Host a Club Approved Show



CenterLine Dressage

Guidelines

1. Available to CLD Members of good standing, only. Determination to be made by the Board at the time of approval.
2. Must be a member at the time of application for the show and at the time of the show. If show is conducted on an annual basis, membership requirements must be in place as stated above, each year. Board should review each year to determine eligibility of show to be CLD Approved.

3. Approval should include verification by a CLD Board Member that facilities are adequate for show (i.e. poor conditions can reflect poorly on CLD).

4. Incorporate any requirements and additional fees imposed by insurance company.

5. Do not charge a CLD Application fee—consider this a benefit of membership.

6. CLD Members pay lesser amount to show than non-CLD Members. Difference in fees goes to CLD.

7. The host/CLD Member will be responsible for any loss or receive any profit from the show. Not involving CLD in the profit/loss may result in the host being motivated to make a profit and not rely on CLD to cover a loss.

8. Show results are to be sent to the Newsletter Editor for publication.

A list of all riders who participated will also be provided to the Board. The list will include who are CLD Members and who are not CLD Members and be accompanied by a check for the non-member fees due to CLD.

The Secretary's table will display CLD Membership and Horse Nomination applications.

Name: _____ City: _____ State: _____

Email: _____ Telephone: _____ ZIP: _____

Address: _____ Show Site: _____

Requested Show Date: _____

(Please give a first choice and a second choice in case of conflict with pre-existing CLD events)

Below to be completed by CLD Board

Organizer is a Member of Good Standing: Y N

Facilities Inspected by: _____ Date Inspected: _____

Facilities Approved: Y N

Board Approved: Y N

Board President Signature: _____

Please send to:

CLD President
president@centerlinedressage.com
1736 South Farmingdale Rd.
New Berlin, IL 62670

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Revised: 2.14.12

CenterLine Dressage Ring Rental Application



CenterLine Dressage

CenterLine Dressage is happy to loan the use of our ring to local dressage shows. Payment is due in full within one month of ring usage. Please make checks payable to CenterLine Dressage.

Organization:

Contact Name:

Contact Email:

Contact Phone #s:

Event:

Event Location:

Event Dates & Time ring is needed:

Delivery Date Needed:

Is Ring Assembly Assistance needed?:

Rental Fees

\$100 Per Event

\$50 Delivery/Pick up Charge

\$75 Assistance with set up

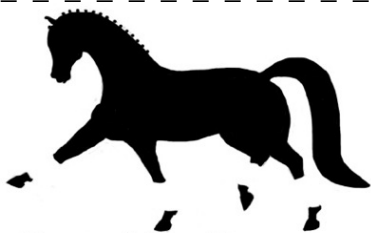
Totals

\$ _____

Please send form and check to:

Paula Briney
brineypaula@aol.com
#10 Hawks Nest Dr
Chatham IL 62629
217.483.3945

CenterLine Dressage Scholastic Scholarship Application



CenterLine Dressage

CenterLine Dressage may award a scholarship to members who wish to further their formal education past the secondary school level. One or more awards of \$500 may be made, no more than one award per member in a given calendar year. The check will be presented at the club's annual awards banquet in November. Funds may be used for any education expenses.

Applications must be postmarked no later than October 15.

This scholarship will be awarded on the basis of academic ability (25%), leadership (25%), involvement in equine activities (20%), and service to and involvement with

CenterLine Dressage (30%). Applicants must have been an CenterLine Dressage member for at least six months before applying. These scholarships may be used for any full-time or part-time undergraduate, graduate, professional, or technical course of study above secondary school.

There is no age limit for applicants. The application form must be filled out completely to be considered for an award. All information (including letters of recommendation) must be received by the deadline for an application to be considered. All information will be held in the strictest confidence by the scholarship committee.

All applications and supporting materials become the property of the CenterLine Dressage Scholarship Committee and cannot be returned to the applicant. Use extra sheets of paper wherever necessary to furnish any additional information.

Name: _____ City: _____ State: _____

Email: _____ Telephone: _____ ZIP: _____

Address: _____ Date of Birth: _____

Career goal(s)/reason for pursuing additional education: _____

College, university or other institution attendance is planned: _____

Course of study/Major(s)/Minor(s): _____

Date course(s) will begin (or have begun): _____

Date you joined CLD: _____ Type of Membership: _____

EDUCATION BACKGROUND

Schools Attended (list most recent first & omit elementary and middle schools, but included any secondary schools, include name of school, location, dates attended, degrees or diplomas completed)

High School Grade Point Average (indicate 3 point or 4 point scale):

High School Class Rank (ex: 3 of 131):

College Grade Point Average (indicate 3 point or 4 point scale):

College Entrance Exam Score – ACT: SAT: Other:

EXTRACURRICULAR ACTIVITIES AND SERVICE

List Extracurricular activities or organizations you have been involved with, offices you have held, and the dates you were a member (ex: student government, 4-H, CenterLine Dressage, sports, religious, community service, other equine groups, social or fraternal organizations):

What personal benefits and/or contributions did you receive from the above listed organizations?

What contributions did you make to the organizations listed above?

Describe your involvement and accomplishments in equine activities, particularly those involving CenterLine Dressage functions:

List any honors or awards you have received:

Describe any other activities in which you have participated that you feel add to your qualifications for this scholarship:

REFERENCES

At least two and not more than four letters of recommendation must be submitted by the application deadline. Required letters include one letter from an officer, director, or committee chair of CenterLine Dressage (past or present) and one letter from the applicant's high school principal, teacher, counselor or college/university faculty member. If the applicant has not been a student for more than five years, another letter may be submitted from a non-relative who has known you for five or more years. List the names of those whom you have requested to write letters of recommendation:

Name:	Title:
Name:	Title:
Name:	Title:
Name:	Title:

The information contained in this application is true and accurate to the best of my knowledge.

Applicant Signature:	Date:
Parent or Guardian:	Date:

(if a minor)

Please send via post or email before October 15:

CLD President
president@centerlinedressage.com
1736 South Farmingdale Road
New Berlin, IL 62670

Clinic Policy and Application to hold a CLD subsidized clinic for AA & Youth



CenterLine Dressage

In accordance with the stated purpose of CenterLine Dressage: “to promote interest in and to further the knowledge of dressage; to conduct dressage events and activities; to provide educational forums.”

If finances permit, the Board of CLD will approve applications to hold subsidized clinics with CLD picking up a portion of the lesson fee. Currently the subsidy for Jr/Young Riders is 50%/50%. Rider pays half, CLD pays half. The subsidy for Adult Amateurs is 70%/30%. The AA rider pays 70%, CLD pays 30%.

The organizer ideally* makes application to hold a subsidized CLD Clinic at least 90 days before the date of the clinic to allow the Board to vote on the application and still leave ample time for notice of the clinic. If funds are available and the instructor chosen furthers the goals of CLD, the clinic will be approved. Ideally* each clinic is advertised at least 60 days before the clinic through the Reader and centerlinedressageonline.net to allow all members ample time to make arrangements to attend on that date. At the very least 'save the date' notices should go out two months ahead, to be followed by more complete advertising when fees have been set.

*If a clinician becomes available at the last minute, the Board can meet electronically on shorter notice, but the longer lead time is the most fair to the majority of AA's and Jr/YR's and to be avoided if possible.

The organizer agrees to manage the clinic on the site he or she has secured. She is responsible for securing riders to fill the clinic, for filling out the CLD Clinic Form, collecting lesson fees, checking membership status, and submitting the completed form and monies to the Treasurer within five days of the end of the clinic. The organizer will ensure the clinician is well hosted and receives his or her check. The organizer will submit the CLD Clinic Form to the *Reader* for publication to show who rode in the clinic and the subsidy she received. The organizer will see that a narrative report on the clinic is submitted to the *Reader*.

No single CLD member will receive more that **\$100 annually** for subsidized clinics. (In the case of a co-sponsored clinic, the club taking the lead shall be responsible for filling the clinic and, if not filled, for absorbing the financial loss. In co-sponsored clinics, if a rider is eligible for two subsidies, the rider chooses which subsidy she will accept.)

Application to hold CLD Subsidized Clinic for AA & Youth

Name	_____	Application Date	_____
Contact Info for Clinic Organzier	_____		
Date of Clinic	_____	Daily Fee & Expenses	_____
Contact info for Clinic Participants	_____	Location of Clinic	_____
Clinician	_____	Signature	_____

By signing this form, the Organizer agrees to the terms above.

Please send to:

CLD President
president@centerlinedressage.com
1736 South Farmingdale Road
New Berlin, IL 62670 USA

CLD HANDBOOK

CenterLine Dressage By-Laws

Adopted August, 1983. Amended June 1987, November 1991, November, 1998, November 2002, October 2004, December 2004, November 2009, and March 2010.

Article I

Purposes

The purposes of the Centerline Dressage, a not-for-profit Illinois Corporation (hereinafter also referred to as “the Corporation”), as stated in its certificate of incorporation are: to promote interest in and to further the knowledge of dressage; to conduct dressage events and activities; to provide educational forums; and to further those not-for-profit Corporation purposes set forth in the State of Illinois General Not-For-Profit Corporation Act.

The Corporation also has such powers as are now or may hereafter be granted by the General Not-For-Profit Corporation Act of the State of Illinois.

Article II

Offices

The Corporation shall have and continuously maintain in this state a registered office and a registered agent whose office is identical with such registered office, and may have other offices within or without the State of Illinois as the Board of Directors may determine.

Article III

Membership

Section 1. Limited Membership, Classes of Members and Voting Rights

Membership shall be limited to those persons who have demonstrated an interest and commitment to the purpose of the organization.

The Corporation shall have three (3) classes of membership. The designation of such classes and the qualification of the members of such classes together with the voting rights in CenterLine Dressage elections shall be as follows: Family, Senior, and Junior.

Family Membership — Upon payment of prescribed dues, persons belonging to the same family and residing at the same address shall be entitled to 2 votes per family membership. Children 22 years of age (as of January 1) and older are not eligible for inclusion in the family membership and must apply for senior membership.

The Board at its sole discretion may adopt additional rules consistent with other equestrian organizations.

Senior Membership — Upon payment of prescribed dues, persons 22 years of age and over will be entitled to 1 vote.

Junior Membership — Upon payment of prescribed dues, persons under 22 years of age and not eligible for family membership will be entitled to 1 vote.

CLD HANDBOOK

BYLAWS

Section 2. Dues

The Board of Directors may determine the amount of annual dues payable to the Corporation by members of each class. Membership will be accepted at any time of year, but dues of new members will not be prorated.

Paid dues will not be refunded. Dues shall be payable in advance of the first day of December of the fiscal year. A person shall be considered in default if he or she has received notice that dues are payable, but he or she has not paid his or her dues within ninety (90) days of the first of March that fiscal year of membership and the unpaid member automatically will cease to be a member without further notice.

Article IV

Meeting of Members

Section 1. Annual Meeting

There shall be an annual general business meeting of the total membership in November, after the prior election of the Board of Directors in October of that same year, at which:

- a. Written annual reports shall be presented by all officers and committee chairpersons for the year through October 31.
- b. Directors for the new year membership year shall be presented and their offices announced.
- c. Annual awards shall be presented.

Section 2. Place and Notice of Meetings

The Board of Directors shall designate place, date, and hour of the annual meeting. Written notice of such shall be printed in the club newsletter at least 30 days prior to the meeting.

Section 3. Quorum

The members holding one-tenth of the votes, which may be cast at any meeting, shall constitute a quorum at any meeting. If a quorum is not present at any meeting, a majority of the members present may adjourn the meeting without further notice.

Section 4. Proxies

At any meeting of members, a member entitled to vote may vote either in person or by proxy executed by the member or by his duly authorized attorney-in-fact. No proxy shall be valid after eleven months from the date of its execution unless otherwise provided in the proxy.

Article V

Board of Directors

Section 1. General Powers

The affairs of the Corporation shall be managed by its Board of Directors. There shall be no less than eight (8) and no more than fifteen (15) members on the Board of Directors. The number of Directors shall be determined by Section 2 of Article V below. The Directors shall serve a term of two (2) years. Subject to the provisions of the laws of this State and any limitations in the Articles of Incorporation, the Board of Directors shall have all such powers as authorized by the State of Illinois.

CLD HANDBOOK

BYLAWS

Section 2. Election of Board of Directors

The Board of Directors shall consist of eight (8) representatives, four (4) of whom are elected in even years, and four (4) of whom are elected in odd years by the whole membership. In addition thereto, the following officers: the editor(s) of the CenterLine Dressage newsletter, The Reader, Awards Chairperson, Web Editor, and Membership Secretary, if more than one person serves in these roles and these individuals have not otherwise been elected as representatives.

Representatives — Four (4) representatives shall be elected by the general membership prior to the Annual Meeting in every odd-numbered year for a term of office of two years, and four Representatives shall be elected by the general membership prior to the Annual Meeting in every even-numbered year for a term of office of two years. The Representatives will represent the entire membership.

With recommendations from the Nominating Committee, the Secretary shall prepare a ballot of nominees for submission to the membership. The ballots will appear in The Reader for the month of October. Members must return their ballots to the Secretary, by e-mail, US mail, or personal delivery, by no later than October 31st. The four (4) names with the highest number of votes will become the Representatives for the ensuing two-year term. This ballot will be the only official campaign material to be recognized by the Corporation. The Secretary will count the ballots and notify the elected representatives after the election in October so that the newly elected Directors will begin their term of office for that calendar year at the November Board Meeting, where an election of officers will be held.

Section 3. Vacancies

In the event of a vacancy of a Director, appointment shall be made by the Board of Directors for the remainder of the term.

Section 4. Removal

Any member of the Board of Directors may be removed by the Board of Directors whenever, in its judgment, the best interests of the Corporation would be served thereby. Habitual nonattendance or nonperformance will be considered just cause for removal. The Board will give notice of possible removal action to the subject Director and conduct a hearing with that Board Member prior to removal action.

Section 5. Regular Meetings

A regular annual meeting of the Board of Directors shall be held, without other notice than this by-law, before the Annual Meeting of members in November. The Board of Directors will provide by resolution and notice to the Directors of the time and place for at least two (2) additional meetings of the board for that fiscal year without further notice than such resolution.

Section 6. Quorum

A majority of the elected Board of Directors shall constitute a quorum for the transaction of business at any meeting of the board. If less than a majority of the Directors are present at said meeting, a majority of the Directors present may adjourn the meeting without further notice.

CLD HANDBOOK

BYLAWS

Section 7. Manner of Acting

The act of a majority of the Directors present at a meeting at which a quorum is present shall be the act of the Board of Directors, except where otherwise provided by law or by these By-Laws. In the event there is a tie vote, the President shall decide the issue.

Section 8. Voting

Special meetings may be called by the Board of Directors. All Board members present shall have one vote in all matters voted upon by the Board. In the event of a tie, the President shall cast the deciding vote.

Section 9. Special Meeting

At least one week prior notice shall be given by the Secretary of the Corporation to each Director of each special meeting of the Board. Such notice may be oral or written; may be given personally, by first class mail, by telephone, by e-mail, or by facsimile machine and shall state the place, date and time of the meeting and the matters proposed to be acted upon at the meeting.

Section 10. Non-Liability of Directors

The Directors shall not be personally liable for the debts, liabilities, or other obligations of the Corporation.

Section 11. Indemnification by Corporation of Directors and Officers

The Directors and officers of the Corporation shall be indemnified by the Corporation to the fullest extent permissible under the laws of this state.

Section 12. Insurance for Corporate Agents

Except as may be otherwise provided under provisions of law, the Board of Directors may adopt a resolution authorizing the purchase and maintenance of insurance on behalf of any agent of the Corporation (including a Director, officer, employee, or other agent of the Corporation) against liabilities asserted against or incurred by the agent in such capacity or arising out of the agent's status as such, whether or not the Corporation would have the power to indemnify the agent against such liability under the Articles of Incorporation, these By-Laws or provisions of law.

Article VI

Corporation Officers

Section 1. Officers

The Board of Directors shall elect from among themselves the officers of the Corporation. Such officers shall be President, Vice-President, Secretary, Treasurer, and such other officers as needed. Any two or more offices may be held by the same person, except the offices of President and Secretary.

Section 2. Election and Term of Office

The officers are elected for one-year terms beginning at the annual meeting of newly elected Directors in November.

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Section 3. President

The President shall be the principal executive officer of the Corporation and shall in general supervise and control all of the business and affairs of the Corporation. He or she shall preside at all meetings of the Board of Directors and the general annual membership meeting. He or she may sign, with the Secretary or any other proper officer of the Corporation authorized by the Board of Directors, any deeds, mortgages, bond, contracts, of other instruments which the Board of Directors have authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Board of Directors or by these By-Laws or by statute to some other officer or agent of the Corporation; and in general shall perform all duties incident to the office of President and such other duties as may be prescribed by the Board of Directors.

Section 4. Vice-President

In the absence of the President or in the event of his other inability or refusal to act, the Vice-President (or in the event there be more than one Vice-President, the Vice-Presidents in the order designated, or in the absence of any designations, then in the order of their election) shall perform the duties of the President, and when so acting, shall have all the powers of and be subject to all the restrictions upon the President. Any Vice-President shall perform such duties as may be assigned to him or her by the President or by the Board of Directors.

Section 5. Treasurer

If required by the Board of Directors, the Treasurer shall give a bond for the faithful discharge of his or her duties in such sum and with such sureties as the Board of Directors shall determine. He or she shall have charge and custody of and be responsible for all funds and securities of the Corporation, receive and give receipts for moneys due and payable to the Corporation from any source whatsoever, and deposit all such moneys in the name of the Corporation in such banks, trust companies, or other depositories as shall be selected in accordance with the provisions of Article VIII of these By-Laws. The Treasurer shall be the custodian of the records of the Corporation and of the seal of the Corporation and see that the seal of the Corporation is affixed to all documents, the execution of which on behalf of the Corporation under its seal is fully authorized in accordance with the provisions of these By-Laws. The Treasurer will keep a register of the post office address of each member which shall be furnished to the Treasurer by the Membership Secretary; and in general perform all the duties incident to the office of Treasurer and such other duties as may be assigned to him or her by the President or by the Board of Directors.

Section 6. Secretary

The Secretary shall keep the minutes of the meetings of the members and of the Board of Directors in one or more books provided for that purpose; see that all notices are duly given in accordance with the provisions of these By-Laws or as required by law; and in general perform all duties incident to the office of Secretary and such other duties as may be assigned to him or her by the President or by the Board of Directors.

Article VII Local Chapters

Article VII was revoked by action of the membership and Board of Directors.

Article VIII Contracts, Checks, Deposits and Funds

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Section 1. Contracts

The Board of Directors may authorize any officer or officers, agent or agents of the Corporation, in addition to the officers so authorized by these By-Laws, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Corporation and such authority may be general or confined to specific instances.

Section 2. Checks, Drafts, etc.

All checks, drafts, or other orders for the payment of money, notes, or other evidences of indebtedness issued in the name of the Corporation, shall be signed by such officer or officers, agent or agents of the Corporation and in such manner as shall be determined by resolution of the Board of Directors. In the absence of such determination by the Board of Directors, such instruments shall be signed by the Treasurer or an assistant Treasurer and countersigned by the President or a Vice-President of the Corporation.

Section 3. Deposits

All funds of the Corporation shall be deposited to the credit of the Corporation in such banks, trust companies, or other depositories as the Board of Directors may select.

Section 4. Gifts

The Board of Directors may accept on behalf of the Corporation any contributions, gifts, bequest or devise for the general purposes or for any special purpose of the Corporation.

Section 5. Corporate Property

The Board of Directors has the right to sell or rent existing Corporate-owned property or equipment with the proceeds from such going to the corporation treasury.

Article IX

Books and Records

The Corporation shall keep correct and complete books and records of accounts and shall also keep minutes of the proceedings of its members, Board of Directors and committees having any of the authority of the Board of Directors, and shall keep at the registered or principle office a record giving the names and addresses of the members entitled to vote. All books and records of the Corporation may be inspected by any member, or his or her agent or attorney for any purpose at any reasonable time.

Article X

Fiscal Year

The fiscal year of the Corporation shall begin on the first day of January and end on the last day of December in each year. Therefore, the Corporation's fiscal year begins January 1st and ends December 31st.

Article XI

Seal

The Board of Directors may provide a corporate seal, which shall be in the form of a circle and shall have inscribed thereon the name of the Corporation and the words "Corporate Seal of Illinois."

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Article XII Waiver of Notice

Whenever any notice is required to be given under the provision of the General Not For Profit Corporation Act of Illinois or under the provisions of the Articles of Incorporation or the By-Laws of the Corporation, a waiver thereof in writing signed by the person or persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice.

Article XIII Amendments to By-Laws

These By-Laws may be altered, amended, or repealed, and new by-laws may be adopted by a majority of the Directors present at any regular meeting or at any special meeting, provided that at least two days' written notice is given of intention to alter, amend or repeal or to adopt new by-laws at such meeting.

Article XIV Dissolution of Corporation and Tax Exempt Provisions

Section 1. Limitations on Activities

No substantial part of the activities of this Corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation (except as otherwise provided by Section 501(h) of the Internal Revenue Code), and this Corporation shall not participate in, or intervene in (including the publishing or distribution of statements), any political campaign on behalf of, or in opposition to, any candidate for public office.

Notwithstanding any other provision of these By-laws, this Corporation shall not carry on any activities not permitted to be carried on by a Corporation exempt from federal income tax under Section 501(c)(7) of the Internal Revenue Code.

Section 2. Prohibition Against Private Inurement

No part of the net earnings of this Corporation shall inure to the benefit of, or be distributable to, its members, Directors or trustees, officers, or other private persons, except that the Corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes of this Corporation.

Section 3. Distribution of Assets

Upon the dissolution of this Corporation, its assets remaining after payment, or provision for payment, of all debts and liabilities of this Corporation shall be distributed to the United States Equestrian Team, Inc. solely for the use and the benefit of its Dressage Team, if possible, otherwise any remaining assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(7) of the Internal Revenue Code or such distribution shall be made in accordance with all applicable provision of the laws of the State of Illinois.

Section 4. Private Foundation Requirements and Restrictions

In any taxable year in which this Corporation is a private foundation as described in Section 509 (a) of the Internal Revenue Code, and the extent required by law and any successor provisions, the Corporation 1) shall

distribute its income for said period at such time and manner as not to subject it to tax under Section 4942 of the Internal Revenue Code; 2) shall not engage in any act of self-dealing as defined in Section 4941(d) of the Internal Revenue Code; 3) shall not retain any excess business holdings as defined in Section 4943 © of the Internal Revenue Code; 4) shall not make any investments in such manner as to subject the Corporation to tax under Section 4944 of the Internal Revenue Code; and 5) shall not make any taxable expenditures as defined in Section 4945 (d) of the Internal Revenue Code.

Section 6. Discrimination Prohibited

This organization shall not discriminate against any person on the basis of race, color, religion or sexual preferences.

Article XV
Robert's Rules of Order

Robert's Rules of Order Revised shall govern all meetings of the Corporation when not in conflict with these By-Laws.

Date: _____

By: _____
CLD President

Attest: _____
CLD Secretary