




## Member By-Laws and Rules

	BY-LAWS	
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BY-LAWS – Doc. No xxx	Version 1.0
Contact Officer: Secretary	Page 1 of 8

# Member By-Laws

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## Contents

1 Introduction ..... 3

2 Western Dressage Association of Australia Inc. Membership..... 3

3 Register of Members..... 5

4 Register of Horses ..... 5

5 Termination of Membership..... 5

6 Annual Report ..... 5

7 State Affiliate and Branches..... 6

# Member By-Laws

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## 1 Introduction

1.1 WDA-AUS is a not for profit legal organisation that is recognised by Western Dressage Association<sup>®</sup> of America as an International Alliance Partner for Australia.

In 2014 WDA-AUS Incorporated in Western Australia and registered with the Australian Securities and Investment Commission (ASIC) as an Australian Registrable Body (ARB) enabling operations to be conducted in all Australian states.

## 2 Western Dressage Association of Australia Inc. Membership

2.2 The Membership of the WDA-AUS is comprised of

- Individual Members
  - Senior Members – who may compete in all levels of competition and accrue points
  - Associate Members - who may compete at recreational and or training competitions however do not collate points
  - Youth members - who must be eighteen (18) years or less in the membership year and have the right to enter competition deemed open to a youth rider
- Affiliate Members
  - State Affiliate – State Associations are incorporated bodies which provide governance and leadership for the sport of Western Dressage on a regional level (within a particular state or territory) of Australia.
  - State Branches – are Western Dressage Clubs that are granted affiliation with a State Association and therefore WDA-AUS
  - Associate Club – Incorporated equestrian clubs that wish to conduct Western Dressage events as part of their existing program and are granted affiliation with a State Association and therefore WDA-AUS.

or any other category of membership as determined by the Board from time to time.

All individual and affiliate membership fees are paid to WDA-AUS

BY-LAWS – Doc. No 11	Version 1.0
Contact Officer: Secretary	Page 3 of 8

# Member By-Laws

2.3 The following national privileges and restrictions apply to the categories of membership set out in clause 2.2

	Sanctioned Competition (Hi Point)	Recreational / Training Competition	Clinics	Horse Registration	Accreditation Programs	Member Insurance	Association Insurance	State Voting Rights
<b>Senior Member</b>	X	X	X	X	X	X		X
<b>Associate Member</b>		X	X			X		X
<b>Youth</b>	X	X	X	X		X		
<b>State Affiliate</b>	X	X	X		X	X	X	
<b>State Branches</b>	X	X	X			X	X >30 members	
<b>Associate Club</b>		X	X					

For classifications of Western Dressage competitive and recreational activities refer to the Western Dressage General Regulations.

2.4 (a) A person or body seeking WDA-AUS may apply for membership to the National body and nominate the Branch in the State or Territory in which he or she resides, PROVIDED THAT any person who:

- (i) resides within 100 km of a State or Territory border; and
- (ii) declares at the time of applying for membership that he or she intends to participate regularly in Western Dressage activities or is a Board or Committee member in the neighbouring State or Territory, is eligible for membership of the State Affiliate in that neighbouring State or Territory.

For the purposes of this clause a resident of the Australian Capital Territory is deemed to be a resident of New South Wales.

(b) Members who cease to reside in Australia may during their absence from Australia retain membership of WDA-AUS and of the State Affiliate of which they were a member when they last resided in Australia.

(c) Members moving from one State or Territory to another will retain their WDA-AUS Membership and will not be obliged to pay membership fees until the next renewal in their new State or Territory.

2.5 Each Member of a State Affiliate of any category as at the date of the coming into force of these rules is deemed to have been admitted to WDA-AUS in the same category pursuant to these By-Laws.

BY-LAWS – Doc. No 11	Version 1.0
Contact Officer: Secretary	Page 4 of 8

# Member By-Laws

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## 3 Register of Members

- 3.1 A Register of members of all categories resident in each State, and of their addresses and other details as required by WDA-AUS, must be kept and maintained by the State Affiliate as part of the National Database of WDA-AUS.

## 4 Register of Horses

- 4.1 A Register of Horses must be kept and maintained by the State Affiliate as part of the National Database of WDA-AUS. The register of horses shall comprise of lifetime registration of a horse for the purposes of competition, including the recording of relevant biosecurity information and the input of competition records.

## 5 Termination of Membership

- 5.1 Affiliate members (State, Branch and Associate) will cease to be Affiliate members:

- (a) if they resign by notice in writing to the WDA-AUS;
- (b) WDA-AUS after having given the Affiliate an opportunity of being heard through due process; is of the opinion that its constitution, objects or activities deprive it of its eligibility as an Affiliate Member;
- (c) if they are dissolved;
- (d) if they fail to pay their annual subscription for a period of thirty (30) days after it becomes due; or
- (e) if they conduct competitions and events contrary to the rules of WDA-AUS.
- (f) If they do not hold a current insurance policy, including public liability cover which meets the specific requirements set by WDA-AUS.

- 5.2 Individual Members will cease to be members of WDA-AUS and their State Affiliate:

- (a) if they resign by notice in writing to WDA-AUS, State Affiliate or Branch;
- (b) if they die;
- (c) if they are declared incapable of managing their own affairs;
- (d) if in the opinion of WDA-AUS or the relevant Affiliate they fail or omit to observe or perform any of the provisions of the rules of WDA-AUS or the Affiliate on their part to be observed and performed or if they are called upon to resign by their Affiliate and in this respect the Affiliate shall not be required to assign any reason or to justify its action in calling upon a member to resign. However no Affiliate will take any such action without having given the member an opportunity of being heard and ensuring that the rules of natural justice are observed; or
- (e) if they fail to pay the annual subscription for a period of thirty (30) days after it becomes due.

## 6 Annual Report

- 6.1 WDA-AUS and State Affiliate President or Chairman shall prepare on behalf of members, a report of the Associations principal activities for the previous twelve (12) month for presentation at the Annual General Meeting.

BY-LAWS – Doc. No 11	Version 1.0
Contact Officer: Secretary	Page 5 of 8

# Member By-Laws

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The report will be published on the Associations web page or newsletter along with the Notice of the Annual General Meeting.

## 7 State Affiliate and Branches

- 7.1 Subject to WDA-AUS approval, a State or Territory Affiliate or Branch may make rules and By-Laws which are not in conflict with WDA-AUS rules and By-Laws
- 7.2 The State or Territory Affiliate shall forward to WDA-SUS Secretary minutes of all meetings, including Financial Statements and audit reports.
- 7.3 The State or Territory Affiliate shall forward the register of members to the WDA-AUS Secretary along with the minutes of the Annual General Meeting
- 7.4 All Notices of Motion including Notices of Special Resolution, given to amend the rules of the Association are to be accompanied by a brief written letter of explanation for the reasons for change and submitted the WDA-SUS Secretary.
- 7.5 The State or Territory Affiliate shall ensure the appointment of a Secretary who shall record accurately and faithfully the proceedings of all meetings of the Association and ensure that the register of members for the State or Territory is maintained. This information is to be made available to WDA-AUS as set out in clauses 6.2 and 6.3.
- 7.6 The State or Territory Affiliate shall ensure the appointment of a Treasurer who shall enter in the Associations computer accounting system all monies received (income) and all monies paid out (expenditure) on behalf of the Association and Branches and ensure that the Associations accounting records are up to date at least every month.
- 7.7 The State or Territory Affiliate Treasurer is to prepare and present to the WDA-AUS Finance Director a six monthly balance sheet of the Associations financial position with any appropriate explanation to council regarding changes to the financial position.
- 7.8 The State or Territory Affiliate shall at any time requested by WDA-AUS, whether during or after completion of Agreement, and at Affiliates own expense make such records available for inspection and audit (including copies and extracts of records as required) by WDA-AUS. Subject to a three day written notice, such records shall be made available to WDA-AUS during normal business hours at the Affiliate's office or place of operation and. In the event that no such location is available, then the financial records, together with the supporting or underlying documents and records, shall be made available for audit at a time and location that is convenient for WDA-AUS.
- 7.9 The State or Territory Affiliate Treasurer shall prepare a budget of all Income and Expenditure items for the current year ending 30<sup>th</sup> June which is to be presented to WDA-AUS Finance Director. It is recommended that the Treasurer monitor at least three monthly intervals actual items of Income and Expenditure against the Associations approved budget reporting to its own committee.

BY-LAWS – Doc. No 11	Version 1.0
Contact Officer: Secretary	Page 6 of 8

# Member By-Laws

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- 7.10 If any State or Territory Affiliate or Branch is accused of conduct prejudicial to the objects of WDA-AUS constitution, rules and by-laws, the Association or Branch is liable for suspension pending investigation by WDA-AUS. During the period of suspension such Affiliate or Branch may not conduct Western Dressage events or competition.
- 7.11 Where WDA-AUS has investigated the accusation or charge and decides that the State Affiliate or Branch has been found guilty of conduct prejudicial to the objects of WDA-AUS constitution, rules and by-laws, the WDA-AUS Board shall determine an appropriate penalty which may include termination of agreement and expulsion from WDA-AUS.

BY-LAWS – Doc. No 11	Version 1.0
Contact Officer: Secretary	Page 7 of 8

# Member By-Laws

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## Document History and Version Control

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