

AERC INTERNATIONAL COMMITTEE CHARTER

Last Revised: March 2005

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MISSION STATEMENT AND STATED PURPOSES

I. Mission Statement

The International Committee of the American Endurance Ride Conference (AERC) shall promote excellence in the sport of international endurance riding through education, facilitation of communication and support of members of AERC and the United States Equestrian Federation (USEF).

II. Statement of Purpose

The AERC International (AERC-I) Committee will represent and act for the American Endurance Ride Conference in all matters pertaining to United States of America (USA) international equestrian endurance riding. The Committee shall perform its duties in accordance with the AERC by-laws, policies and directives including, but not limited to, the following general purposes:

- A. Promote international endurance riding in the USA including seeking ways to widen the rider/horse base, assisting and educating members and ride managers, and sharing relevant information.
- B. Offer recommendations to the AERC Board of Directors and other appropriate organizations involved in international endurance riding.
- C. Solicit nominations for Zone Representatives (as defined in Articles 2, 3 and 4) of the AERC International Committee at the direction of the AERC Board of Directors.
- D. Raise funds necessary for the promotion of USA international endurance riding with goals and objectives to be established annually.
- E. Develop a strategic spending plan that preserves the corpus and disburses the income for the aforementioned purposes.

ARTICLES

Article 1 – AERC International Membership

1.1 In March 1991, the AERC Board of Directors established a special membership category for those interested in supporting USA international endurance riding. This special membership will confer no voting privileges in AERC general elections or accumulation of points/mileage for horse or rider. This membership and this membership only, will confer voting privileges for matters regarding the AERC International Committee including, but not limited to, Zone Representatives of the AERC International Committee.

1.2 This special membership category will be used to establish a direct line of communication from the AERC International Committee to those specifically interested in USA international endurance riding. Having a separate membership category will help to insure that interested,

supportive people are involved in the AERC International Committee. The funds generated by the special membership will be used for administrative costs of the AERC International Committee, promoting the sport of international endurance riding, and such other expenses as approved by the AERC International Committee.

1.3 The annual fee for this special membership will be \$10.00 with the membership year corresponding with the general AERC membership year. Individuals may join AERC International at any time during the year.

Article 2 – AERC International Committee Structure

2.1. The AERC International Committee will consist of the following:

Voting members:

- Chair of AERC International Committee (appointed by the President of AERC and votes only to break ties)
- Vice Chair, elected by the AERC International Committee members
- Treasurer, elected by the AERC International Committee members
- Elected Zone Representatives, two from each Zone (AERC International members, in good standing, elected from members within each of the zones)
- AERC President

Non-voting advisory members include:

- The USEF Endurance Liaison
- The Chair of the following affiliated committees, if they are not serving on the Committee in another capacity: USEF Endurance Technical Committee, USEF Endurance IHP Committee, USEF Endurance Active Riders Committee, USEF Youth Council Endurance Liaison, and FEI Endurance Committee USA Delegate when one is appointed
- Up to five additional appointments of Advisors may be made by the Chair of the AERC International Committee, to serve for the duration of his/her term.

2.2. Chair, Vice Chair: The Chair of the AERC International Committee shall be appointed by the President of AERC during the month of October and will serve a two-year term (from January 1st through December 31st). The Committee shall solicit nominations for the position of Chair.

Nominations for the Chair and Vice Chair should be submitted to the AERC Office and close on or about September 15th. The Committee shall appoint one of the Zone Representatives to oversee the process. In the event that more than one person nominates, the Committee will vote on the candidates and recommend the elected to the AERC President. In the event that only one person nominates for the position, that person must be confirmed by a majority of the committee before that person is recommended to the AERC President for appointment. This appointment is to be submitted to and approved by the AERC Board of Directors. An individual may not be appointed Chair of the AERC International Committee if that person is chair of the USEF Endurance Technical, USEF Endurance IHP Committees, or any other associated committee. In addition, if the presiding Chair of the AERC International Committee accepts an appointment as chair of any of these previously mentioned committees, this individual will immediately resign his/her position as chair of the AERC International Committee.

Zone structure is defined in Article 4.

Article 3 – AERC International Committee Duties

3.1 Committee general duties include the following:

3.1.1 The AERC International Committee will be responsible for promoting international endurance riding for USA riders interested in international competition.

3.1.2 The AERC International Committee will, with the approval of the AERC Board of Directors, recommend representatives to other appropriate organizations involved in international endurance riding.

3.1.3 When applicable, the AERC International Committee will recommend to USEF Zone squads for FEI on continent, non-world championships.

3.1.4 The AERC International committee will solicit and recommend sites to USEF for FEI Championship endurance rides to be held in the United States.

3.1.5 For world championship competitions, the AERC International Committee may recommend a candidate for National Chef d'Equipe and a candidate for National Selection Chair to the USEF Endurance IHP Committee.

3.1.6 The AERC International Committee will make recommendations every four years to the AERC Board of Directors for appointments to the USEF Endurance Technical Committee. The AERC International Committee may recommend any member of AERC-I to the USEF Endurance Technical Committee. Any additional interested members of AERC International (enough to fill positions as allowed) may be recommended for appointment to the USEF Endurance Technical Committee by submission of a statement of interest/resume to the Chair of AERC International. These will be reviewed and will be voted on by the AERC International Committee. The persons with the highest number of votes will be recommended for appointment. At the very least, the Vice Chair will be recommended as a representative to the USEF Technical Committee.

3.1.7 USEF Board of Directors Appointments. Any member of the AERC may nominate any member of the AERC for a position on the USEF Board of Directors by notification of the chair of the AERC International Committee prior to the end of September every fourth year for the election of the affiliate member of the USEF Board..

The members of the AERC International Committee shall select one primary candidate and one alternate candidate by majority vote during their October meeting. The names of these candidates will be forwarded to the AERC Board of Directors for approval.

The AERC Board of Directors shall receive the recommendation of the AERC International Committee and select one primary candidate and one alternate candidate by majority vote during their November meeting.

The AERC Executive Director shall forward the two candidates' names as primary and alternate to the USEF Executive Director before the end of November.

3.2 Committee Duties and Election/Selection

The Chair of the AERC International Committee will conduct business meetings and act as the representative of AERC International to the AERC Board of Directors.

The Zone Representatives will elect the Vice Chair and Treasurer of the AERC International Committee each year.

The Vice Chair will conduct meetings of the AERC International Committee in the absence of the Chair.

The Treasurer shall prepare an annual budget as well as present monthly reports to the Committee of the Committee's financial condition, disburse funds based on the unanimous approval of the Committee, and account for the receipt of funds.

3.2.1 The Chair and the Treasurer of the AERC International Committee shall present a proposed annual budget to the AERC Board of Directors to coincide with the date due requirements of the AERC Treasurer.

3.2.3 Zone Representatives shall be elected by members of AERC International in their respective Zones and will perform the following duties:

- A. Promote international endurance riding in the United States including, but not limited to:
 - 1. Actively participate in AERC International Committee duties as well as participate in local AERC rides, serve as mentors, and be readily approachable to AERC I members, in order to help them with any matters pertaining to international competition.
 - 2. Promote education regarding international endurance riding.
 - 3. Encourage and participate in discussion regarding international endurance riding.
 - 4. Encourage and assist riders seeking to ride at the international level.
 - 5. Encourage and/or assist ride managers to obtain FEI sanctioning.
 - 6. Assist ride managers seeking to establish and organize FEI rides.

- B. Represent the interests of the United States international endurance rider
 - 1. Act as a liaison between AERC International members and the National Federation.
 - 2. Act as a liaison on policy matters between international riders and the AERC Board of Directors.
 - 3. Educate the AERC Board of Directors about issues pertaining to USA international endurance riding.
 - 4. Serve on, or recommend individuals to be appointed to, USEF committees.
 - 5. Inform riders in a timely manner of USEF and FEI rule changes by maintaining routine correspondence and announcements.
 - 6. Document rider concerns and opinions regarding proposed rule changes and forward them to the AERC-I Committee before any submission to USEF regarding proposed rule changes.

- C. Promote United States participation in World Endurance Championships
 - 1. Encourage appropriate Zone ride venues to bid to host a World Endurance Championship.

2. Assist ride managers within the United States seeking to host or hosting a World Endurance Championship
- D. Promote Zone participation in Pan American and North American Championships
1. Encourage appropriate ride venues to bid to host a Pan American or North American Championship.
 2. When applicable, recommend to USEF candidates for Chef d'Equipe and Chair of the Selection Committee for their respective zone.
 3. When applicable, assist the Zone Chefs d'Equipe in the selection of team veterinarians and other necessary support staff to be recommended to the USEF.
 4. When applicable, recommend to USEF the nomination/selection process to be instituted in respective Zones.
 5. When applicable, assist riders seeking to nominate for the Zone teams.

Zone Representatives must reside in the zone they are elected to represent. Election nominations are submitted to the AERC Office and will close October 31st in odd numbered years. They will serve staggered terms of four years (i.e. one zone committee member would be elected every two years). Their term shall run from January 1st through December 31st four years later. The AERC National Office at the direction of the AERC Board of Directors shall carry out elections of Zone Representatives.

In the event a Zone receives no nominations for the vacant zone committee position, the remaining Zone member of the AERC International Committee shall nominate a replacement, whom, upon majority confirmation of the sitting committee members, will serve a four-year term. The International Committee Chair will initiate and oversee in a timely manner the appointment process as described above.

3.2.4 Should a member of the AERC International Committee not perform his/her duty, they can be removed from the Committee. Reasons for removal shall include missing two AERC International Committee meetings, missing an international endurance ride for which they held any responsibility, unsportsmanlike conduct, or any combination thereof. Violations of these duties are to be brought to the attention of the AERC International Committee by any three members of the said committee. The AERC International Committee will notify the violator and provide 15 days for response. After consideration of the response, a two-thirds majority vote of the remainder of the AERC International Committee will retain or remove the member under question. Should an AERC International Committee Zone Representative position become vacant, the remaining zone member of the AERC International Committee shall nominate a replacement, whom, upon approval of the AERC International Committee, shall fill the office for the remainder of the unexpired term. Should both the zone representative positions in one zone become vacant, the Chair of the AERC International Committee shall nominate replacements who, upon approval of the AERC International Committee, shall fill the offices for the remainder of the unexpired terms.

3.2.5 One Zone Representative from each Zone will be recommended to the AERC Board for approval as members of the USEF Endurance Technical Committee. Their term will be four years. If a Zone Representative resigns from the USEF Technical Committee the remaining Zone Representative will serve as the replacement.

3.2.6 Meetings of the AERC International Committee will be open to the general public. The Chair of the AERC International Committee may, at his discretion, close a meeting or portions of a meeting per AERC by-laws.

Article 4 – Definition of Zones

4.1 Eastern Zone:

4.1.1 The Eastern Zone includes the same geographical area, which lies within the Eastern Time Zone.

4.2 Central Zone:

4.2.1 The Central Zone includes the same geographical area, which lies within the Central Time Zone.

4.3 Mountain Zone:

4.3.1 The Mountain Zone includes the same geographical area, which lies within the Mountain Time Zone and the entire state of Idaho. No part of Oregon is included in this zone.

4.4 Pacific North Zone:

4.4.1 The Pacific North Zone includes the states of Oregon, Washington and the part of California which lies to the north of the boundary described as follows: Beginning at the Golden Gate Bridge, the boundary crosses the San Francisco Bay, goes up the Sacramento River until it meets Highway 50, and then follows Highway 50 to the Nevada border. No part of Idaho is included in this zone.

4.5 Pacific South Zone:

4.5.1 The Pacific South Zone includes the state of Nevada and the part of California which lies to the south of the boundary described as follows: Beginning at the Golden Gate Bridge, the boundary crosses the San Francisco Bay, goes up the Sacramento River until it meets Highway 50, and then follows Highway 50 to the Nevada border.