

**EEF Ad Hoc Working Group Structure, Regulations
and Associate Members**

Meeting 22-24/03/2010

Celerina (SUI)

Present: Ingmar De Vos, Eleonora Ottaviani, Claude Nordmann, Frank Spadinger, Alexandru Iavorsky, Venancio Garcia Ovies
Excused: Nici Kennedy, George Dimaras

1. Agenda of the Meeting

The meeting was organised to prepare the Board Meeting and General Assembly of the EEF. Following items were discussed:

- Associate members
- Athletes representation in the Board
- Election of the EEF Board Members
- Agenda of the General Assembly
- Internal regulations
- Modification of Statutes
- Recommendations to the Board
- Other initiatives to be undertaken by the Ad Hoc Working Group Structure

2. Associate Members

Conditions to be accepted as Associate Members of the EEF by the General Assembly:

1. The organisation that wants to be accepted as Associate Member has to be a legal structure, with statutes
2. It has to be organised in a democratic way
3. It has to be an European organisation or the European branch of an international organisation.
4. Maximum one organisation for each discipline recognized by the EEF (FEI disciplines and non FEI recognized disciplines) and category (athletes, organisers, officials) can be accepted by the General Assembly of the EEF. The EEF Board can propose additional categories.
5. Minimum 10 nationalities have to be represented by the candidate Associate Member.

Note: we don't use the wording "stakeholders" as it is not a correct terminology.

3. Athlete's representative in the EEF Board

An athlete's representative in the EEF Board is necessary for recognition/acceptance of the EEF by the IOC and EOC according to the Olympic Charter.

Consequently the athlete's representative in the EEF Board has to be an active international athlete in one of the equestrian Olympic disciplines.

The athlete's representative in the EEF Board has to be elected by the EEF General Assembly. The athletes representative has to be an athlete of the nationality of one of the fixed members of the EEF and has to be elected by the

European Members of the United Equestrian Athletes Association (recognized by IOC) in order to be proposed to the General Assembly of the EEF for election as EEF Board member.

In order to integrate the athlete's representative in the EEF Board, the Statutes of the EEF have to be modified.

The Ad Hoc Working Group proposes to maintain the number of EEF Board members to 7. This is in line with the proposals from FEI Groups I & II concerning the ideal number of FEI Board members.

Following modifications of the EEF Statutes are necessary to introduce the athlete's representative in the EEF Board:

Article 9 modify point 5: "To elect the President, Vice-Presidents and other Board members **including the representative of the athlete's**"

Article 10 modify as following:

"A Board composed of the President, two Vice-Presidents and four members **including the representative of the athlete's** are responsible for the governance and the representation of the EEF. The Board is competent for all matters that are not explicitly competences of the General Assembly. The chairs of FEI regional Groups I & II are automatically members of the Board. **The representative of the athlete's has to be proposed by the athletes association.**

The President or his appointed representative can represent the EEF in relation to third parties.

There may not be more than one member of the Board from the same NF **except for the representative of the athlete's.**

All candidates for a position on the Board should have the support of their NF **except for the representative of the athlete's.** A NF can support maximum one candidate for a position on the Board.

All memberships of the Board are honorary and carry no remuneration.

The President is responsible for ensuring that the purposes and principles of the EEF are observed, and for the general supervision of all its activities.

The President shall chair the meetings of the Board. If he is unable to do so a member of the Board chosen by the members, normally a Vice-President, shall chair the meeting.

Except for the chairs of FEI regional Groups I & II, all members of the Board are elected for a term of two years. Two members should be elected in even years and three members should be elected uneven years.

In case of a vacancy before the end of the term, the next General Assembly has to elect a new Board member to terminate the term. Board members may be elected a maximum number of four times without an intervening period of at least two years.

Annex I – Definitions add:

"Athletes Association: equestrian athlete's association recognized by the IOC"

Note: If ever the EEF prefers to add the athlete's representative as 8th member of the EEF Board, the President needs to have a casting vote in the EEF Board.

4. Elections of the EEF Board

Applications for Board positions

Applications for EEF Board positions (and also applications for membership of the EEF) should arrive at the latest 6 weeks before the General Assembly at the office of the secretary general of the EEF.

If a candidate wants to apply for more than one board position (President, Vice-President, Board Member) his/her NF has to send in an application for each position.

Candidates for a Board position (*except the athletes representative*) need the support of their own NF (= the NF of his/her nationality).

The NF has to send in a CV form of the candidate with mention of the EEF Board position for which he/she applies and validated with the stamp of the NF and the signature of the president or the secretary general of the NF. A standard form will be provided by the EEF.

Procedure for the election of EEF Board members

The order of the election of EEF Board members is:

1. President
2. Vice-Presidents
3. Board members

The vote will take place by secret ballot.

In order to be elected the candidate must obtain at least a simple majority, abstentions not counting.

In order to be valid one can not vote for more candidates than the total number of vacant positions.

If there are more candidates than vacant positions after each voting round, the candidate that obtained the least votes will not participate in the next voting round.

In case that 2 candidates obtain the same number of votes, there will be an additional voting round. If the 2 candidates obtain again the same number of votes, a draw will take place.

For the first elections in 2010 the duration of the term of the mandates will be (according to Art. 10 of the Statutes) as following:

- President: 2 years
- Vice-Presidents: 2 years
- Other Board members: the three candidates with the least votes 1 year and the other candidate for 2 years.

The election procedure cannot be presided by candidate.

5. Agenda of the General Assemblies

The EEF Ad Hoc Working Group Structure proposes to have two consecutive formal General Assemblies of the EEF:

1. Extraordinary General Assembly
To modify the EEF Statutes to integrate the athletes representative in the EEF Board (and to make some minor corrections to the EEF Statutes).
To accept new members (NFs) in order to give them voting right and to be able to accept their eventual candidates for EEF Board elections
2. Ordinary General Assembly
To elect the EEF Board members. To prepare the FEI General Assembly and to take other decisions necessary for the good functioning of the EEF.

Agenda of the Extraordinary General Assembly

1. Approval of the Agenda
2. Quorum
3. Election of scrutineers
4. Modification of the EEF Statutes
5. Approval of the EEF Internal Regulations
6. Affiliation of new members

Agenda of the Ordinary General Assembly

1. Approval of the Agenda
2. Quorum
3. Election of scrutineers
4. Approval of the Minutes of the General Assembly of Warendorf
5. Report of the EEF President/EEF Board (including report of the Ad Hoc Committees)
6. Report of the Permanent EU Committee
7. Financial Report
8. Election of the EEF Board Members
 - a. Election Procedure
 - b. Chair of the Elections
 - c. Presentation of the candidates
 - d. Election of the President
 - e. Election of the Vice-Presidents
 - f. Election of the Board Members
9. Election of two Auditors
10. Program of Activities
11. Preparation FEI General Assembly
Different items have to be discussed like:
 - a. Clean Sport
 - b. Elections
 - c. Modifications to FEI Regulations
 - d. Will we have a Group I & II Meeting and/or a EEF Meeting?
 - e. Etc...
12. Miscellaneous

6. Internal Regulations

The proposal for internal regulations is in annex I.

7. Modification of the Statutes

Besides the modifications as proposed under point 3 (athletes representative) the EEF Ad Hoc Working Group Structure proposes following minor changes to be incorporated in an eventual modification of statutes:

Article 9. General Assembly:

Modify point 4: "To approve **the Internal Regulations and** any other Rules of the EEF"

Modify point 12: "To take decisions on the ~~expulsion~~ **exclusion** or suspension of a member"

Article 10. Board:

Modify the second sentence into: "The Board is competent for all matters that are not explicitly competences of the General Assembly **according to article 11 of the Belgian "Loi ASBL"**."

Article 11. Committees:

Modify the last paragraph into:

"Representative stakeholder associations ~~like athletes~~ can send a representative ~~as a member~~ to the meetings of the Permanent and Ad Hoc Committees **according to the EEF Internal Regulations**. The meetings of the Committees are open. All NFs will be informed about the meetings and their agenda and have the right to send a representative **according to the EEF Internal Regulations**."

The EEF Working Group Structure is of the opinion that if the EEF develops to a large organisation with many activities, the EEF Statutes will need to be revised to be much more detailed.

8. Recommendations to the Board

The EEF Ad Hoc Working Group Structure recommends the EEF to look into following matters and eventually undertake the necessary actions:

- Activate the Clean Sport ad hoc working group
- Send out the invoice for the 500 € membership fee to the member NFs
- Opening of a financial account for the EEF
- Creation of a logo
- Creation of a website and email account
- Send out the minutes of the Board meeting asap
- Send out the invitation for the GA('s) together with the procedures, forms and deadlines for the introduction of the application for Board positions and EEF membership
- Establish a CV Form for applications for Board positions
- Establish a form for application of EEF membership
- Establish a Budget 2011
- Arrange the signature rights
- Creation of other permanent (Sport) and ad hoc committees (Development)

9. Other initiatives to be undertaken by the Ad Hoc Working Group Structure

The work of the EEF Ad Hoc Working Group Structure is certainly not finished.

Following actions have to be undertaken by the Working Group:

- Creation of standard lay-out for documents (forms)
- Creation of transparent procedures for the different bodies of the EEF
- Analyse the creation of additional permanent or ad hoc committees