

**The  
Official Handbook  
of the  
Vermont  
Quarter Horse Association**

**2010**

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**BY-LAWS**  
(REVISED OCTOBER 30, 2010)

**ARTICLES**

**ARTICLE I – NAME**

- Section 1**      The name of the association shall be the Vermont Quarter Horse Association, Incorporated; hereinafter referred to as VQHA.
- Section 2**      The VQHA shall at all times be operated and conducted as a non-profit corporation in accordance with the laws of the State of Vermont
- Section 3**      The Association was founded in 1970 and incorporated by the State of Vermont on March 18, 1976.

**ARTICLE II – OBJECTIVE**

- Section 1**      The purpose of this Association is to promote the American Quarter Horse in any and all matters such as may pertain to the history, breeding, exhibition, sale, publicity, racing or improvements of the breed within the State of Vermont.

**ARTICLE III – MEMBERSHIP**

- Section 1**      All persons who are interested in Quarter Horses and the objectives of VQHA shall be eligible for membership.
- Section 2**      Annual dues shall be paid on application of membership. Annual dues shall become payable January 1 of each year.
- Section 3**      There shall be three types of memberships.

**INDIVIDUAL MEMBERSHIP:** all individual over 18 years of age shall be eligible and have one vote.

**FAMILY MEMBERSHIP:** a family membership shall not exceed **two** voting members over 18 years of age and junior non-voting members from the immediate family.

**LIFE MEMBERSHIP:** any person or persons eligible for categories A and B above shall become a Life Member upon payment of a one time fee of \$200.00. Life membership is not transferable, but a Life Membership may be carried in the joint names of husband and wife, and the successor of them (spouse's death or divorce) shall be entitled to exclusive life membership having the one time privilege to amend the membership's name to correctly reflect the successor's status by filing with the Association a copy of the judicial decree, written evidence of death, or written instrument of consent signed by the terminating spouse.

- Section 3** Annual dues shall be established on a yearly basis by the Board of Directors.
- Section 4** Membership is good for one year and it will be renewed each year on receipt of the annual dues. Membership expires on December 31<sup>st</sup> of the calendar year.
- Section 5** Members shall exercise their vote by being present at meetings and neither by proxy nor absentee ballot.
- Section 6** No part of the organization's net earnings may inure to the benefit of any person having a personal or private interest in the activities of the organization.
- Section 7** Voting privileges commence [30] thirty days after recorded date of membership determined by the postmark.

## **ARTICLE IV – OFFICERS**

### **Section 1**

1. The officers of the Association shall consist of a President, Vice President, Secretary and Treasurer.
2. The Officers shall be elected annually for a term of one year by the members during the Annual General Membership & Elections Meeting
3. The elected Officers and Directors shall take possession at the Annual Meeting to be held between January 1st and February 15<sup>th</sup> each year.
4. The President, Vice President, Secretary, and Treasurer shall be voting members of the Board of Directors of the Association and shall have the powers and duties as all other members of the Board.
5. All Officers and Directors shall be residents of the State of Vermont and current adult members of the Association except no more than one Director may be a current adult member from out of state.

6. The officers may be elected to successive terms without limit.

## **Section 2      Duties of the Officers:**

### A. The President shall:

1. Preside over all meetings of the Association and all meetings of the Board of Directors.
2. Appoint all committees deemed necessary by the Board of Directors.
3. All committees shall have a chairperson appointed by the president.
4. Call all board and/or membership meetings as are necessary.
5. Sign, together with the Secretary and Treasurer all contracts or obligations of the Association.
6. Be an ex-officio member of all committees of the Association except the nominating committee
7. The President upon retiring from office shall be placed on the Board of Directors until such time that his/her successor retires from office, for one year.

### B. The Vice President shall:

1. Perform all duties imposed on him/her by the President and/or Board of Directors.
2. Have all powers conferred on the President when for any cause the President is unable to act.

### C. The Secretary shall:

1. Take minutes of all general and Directors meetings.
2. Keep all records and correspondence of this Association.

### D. The Treasurer shall:

1. Collect all monies due the Association and shall have the care and custody of and responsibility for such funds of the Association.
2. Deposit in the name of the Association in such banks as the Directors shall designate the monies of the Association.

3. Keep proper books of account, showing the disposition of such funds as may pass through his/her hands.
4. Make a financial report to the Board of Directors when requested.

## **ARTICLE V – DIRECTORS**

Section 1      The Board of Directors shall consist of thirteen members including the President, Vice President, Secretary, Treasurer, Youth Advisor and Ex-Officio Officer.

**No more than three (3) persons from a family or barn may serve on the VQHA board at the same time.**

Section 2      All Directors shall serve without compensation.

Section 3      Directors, excluding officers, shall serve two-year terms, FOUR being elected each year.

Section 4      Directors may serve successive terms without limit.

Section 5      Duties of Directors:

- A. The Board of Directors shall take whatever action is deemed necessary to carry out the primary purpose of VQHA without membership vote when deemed necessary by the discretion of the Board. However, the Board of Directors shall not overturn a majority vote of the membership.
- B. The Board of Directors shall review policy issues affecting the Association and make recommendations to the general membership regarding these issues.
- C. By formal resolution of the Board of Directors, specific duties of the President may be delegated to other persons.
- D. If the President and Vice President are absent or unable to act, the Board of Directors shall designate any one of its members to act as President and he/she shall have full powers of the President.
- E. The Board of Directors shall have the power to appoint until the next regular annual meeting persons to unfilled or vacated offices or newly formed offices.
- F. The Board of Directors may appoint committees of two or more Directors to exercise the powers of the Board.

G. Directors who miss two consecutive Directors Meetings without good cause are subject to replacement by the Board of Directors.

Section 6 Directors must be notified of all Directors Meetings at least seven (7) days before each meeting.

Section 7 Any dispute arising in the Association including meaning of the By-Laws shall be decided by the Board of Directors until the next Annual Meeting. At this time their decision shall be brought up before the membership for a vote. This decision shall be entered into the minutes as a precedent unless an amendment to the By-Laws is deemed necessary.

Section 8 At all meetings of the Board of Directors the attendance of seven (7) persons from the list of current Directors, two of which must be officers, shall constitute a quorum.

Section 9 The Directors shall have the power to censure or expel any member of this Association for action of a derogatory nature to the Association, subject to a hearing before the Board of Directors. In order to obtain a hearing the member must request same in writing within ten (10) days of his/her written notification from the Board. Any person whose AQHA membership has been suspended will automatically have their VQHA membership suspended.

## **ARTICLE VI – COMMITTEES**

All committees shall come under the Rules of the Association. All Committee appointments, unless otherwise designated by the Directors, shall be for the fiscal year. All such Committees shall have a Chairperson, appointed by the President, and include at least two (2) members. In no instance shall the total number serving on a Committee exceed seven (7).

## **ARTICLE VII – FISCAL YEAR AND MEETINGS**

Section 1 The fiscal year of the Association shall begin January 1 and end December 31 of each year.

Section 2 The regular annual meeting of the Association for the election of Officers and Directors and for the transaction of such other business as may come before the meeting shall be held between January 1st and February 15<sup>th</sup> each year, at such time and place as designated by the Board of Directors. At least thirty (30) days notice of such meeting shall be given to each member in good standing by a notice sent by electronic or ordinary mail to the member's last known post office address or e-mail address. The annual awards banquet will be held on the same date.

- Section 3 Special membership meetings may be called at any time and place by the President, by a majority vote of the Board of Directors or by notice signed by not less than twenty (20) percent of the members. Notice of such special meeting should indicate the purpose of said meeting and shall be given in the same manner as provided with the respect to notice of the Annual Meeting.
- Section 4 In addition to the Annual Meeting there will be one general membership meeting held between September 1<sup>st</sup> and October 15<sup>th</sup> each year.
- Section 5 Twelve (12) members in addition to a quorum of Officers and Directors shall constitute a quorum for the Annual, Special and all Membership meetings.
- Section 6 Directors meetings will be held monthly except June, July and August at a location determined by the President. Additional meetings may be called by the President as necessary. Notice of the date, time and location of all Directors Meetings will be announced in the Association newsletter and posted on VQHA website. All members are welcome and encouraged to attend.

## ARTICLE VIII – ELECTIONS

- Section 1** All Officers, Directors **and the Youth Advisor/Director** shall be elected at the Annual Meeting by majority of the VQHA members present and eligible to vote.
- Section 2** In the event no candidate received a majority, the membership will vote again, considering only the two candidates who received the highest number of votes.
- Section 3** A Nominating Committee of three (3) shall be named by the President at least thirty (30) days prior to the Annual Meeting. No person shall be listed unless the nominee shall have consented to his/her name being admitted. Nominations for Officers and Directors shall be asked from the floor at election meetings.
- Section 4** All nominated individual must be current members in good standing for at least thirty [30] days prior to elections.

## ARTICLE IX – AMENDMENTS

- Section 1** Proposed amendments to these By-Laws shall be submitted in writing to the Secretary.
- Section 2** The Secretary shall submit the proposed amendments to the Board of Directors for their recommendations to the membership.



**Section 3** Following the report of the Board of Directors to the membership the amendment shall be put to vote and to pass shall require a two-third (2/3) majority vote of all voting members present at which there is a quorum.

**Section 4** Notification of all proposed amendments must be included in the notice of the meeting at which they will be considered. This notice must be sent to the membership at least thirty (30) days prior to that meeting.

## **ARTICLE X – BY-LAW ADOPTION**

Section 1 These By-Laws shall be considered adopted upon approval of two thirds (2/3) of all members in good standing present at the meeting called for the express purpose of considering and adopting these By-Laws.

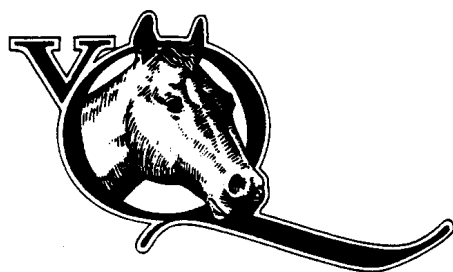
**When such proposed bylaw proposals are deemed necessary and critical to the VQHA, a majority vote of the VQHA Directors shall allow the President to call a special meeting for this sole purpose.**

## **ARTICLE XI – DISSOLUTION**

Section 1 The VQHA may be dissolved by the written consent of a majority of the total voting members. In the event of dissolution of the Association whether voluntary or involuntary none of the property of the Association or any proceeds thereof or any assets of the Association shall be distributed to any members of the Association. After payment of all debts and creditors, the property and assets shall be donated to the American Quarter Horse Association, Inc.

### **VQHA MISSION STATEMENT**

**TO REPRESENT AND PROMOTE THE POPULARITY, ENJOYMENT, AND WELFARE OF THE AMERICAN QUARTER HORSE, AMERICAN QUARTER HORSE OWNERS AND SUPPORTERS, AND THE AMERICAN QUARTER HORSE INDUSTRY IN THE STATE OF VERMONT.**



# VERMONT QUARTER HORSE ASSOCIATION BYLAWS RULES & GUIDELINES

1. Unless otherwise stated the VQHA will adhere to the procedures herein the AQHA handbook.
2. The VQHA shall maintain uniform bylaws, rules and guidelines established and approved by majority vote of the members of VQHA.
3. Proposed bylaw changes must be submitted to the President thirty (30) days prior to said meeting for this purpose.
4. Bylaws, rules and guidelines may be altered by two thirds majority vote of the members of VQHA during said meeting.
5. Written notice of any bylaw change proposal shall be given to all VQHA members at least thirty (30) days prior to said meeting.

## **I. THE ASSOCIATION**

1. No individual is to spend VQHA funds without approval of the VQHA Board of Directors.
2. All members in good standing with voting privileges shall be allowed to vote during VQHA General and Election Meetings.

## **II. BOARD OF DIRECTORS**

1. See also ARTICLES IV and V.
2. A Director must also be a VQHA member in good standing.
3. All Directors shall vote to amend, repeal and enforce VQHA bylaws, articles, rules and guidelines.
4. The Youth Advisor will also serve as a VQHA Director and be elected by the VQHA Membership.
5. Board vacancies shall be appointed by the VQHA Board.
  - a. Vacancies shall be posted two weeks prior to appointment.
  - b. When the Youth Advisor position is vacated, then VQHYA shall submit recommendations to the VQHA to be added to the list of possible candidates prior to appointment.
6. All members in good standing with voting privileges shall be allowed to vote during VQHA General and Election Meetings.
7. Each Director shall chair or co-chair one committee or project, comprise such committee of VQHA members and submit reports during all Board Meeting.
8. Each Director shall attend board meetings or provide prior notice of absence to the President. It is the responsibility of the Director to send any reports to the meeting in his/her absence.
9. At all times each Director, Officer or Youth Advisor shall represent that which is in the best interest of VQHA as a whole.
10. At no time shall any Officer, Director or Youth Advisor act on behalf of VQHA without Board or President approval.

### **III. OFFICERS**

#### **PRESIDENT**

1. The President may vote only through secret ballot or as a tie-breaker vote.

#### **TREASURER**

1. The VQHA Treasurer shall be bonded.
2. The VQHA Treasurer shall assist the youth treasurer as needed and make an annual inspection of the VQHYA Treasurer submitting such reports to the VQHA Board.
3. VQHA Treasury Books shall be audited by a committee appointed by the President annually.
4. The VQHA Treasurer shall have care and custody of the VQHA Treasury Account and a separate account for the VQHYA.
  - a. The VQHA treasurer along with the VQHYA Youth Advisor shall be designated as an authorized signature on all VQHYA checks.

## IV. VQH YA YOUTH ADVISOR

1. The VQH YA Primary Youth Advisor elected by the VQHA membership during the Annual VQHA General Membership & Elections Meeting shall also serve as a VQHA Director for a two year term and must be a VQHA member in good standing prior to election.
2. The VQH YA Youth Advisor shall be required to submit current written copies of VQH YA Activities Reports to each VQHA Director during each Board Meeting. Lack of attendance does not permit failure to provide such reports.
3. The VQH YA Advisor shall submit all VQH YA fundraisers, events and team selections to the VQHA board prior to final approval of such events and prior to the event.
  - a. All such fundraisers, activities, team placements must be accompanied by a budget and corresponding details of such fundraiser, team selection or event.
  - b. No fundraiser, event or team selection shall take place without VQHA Board approval.
  - c. It is the responsibility of the Advisor to submit such activities for approval in a timely manner and the responsibility of the VQHA to vote on such matters during the meeting in which the activity is submitted.
  - d. Any VQH YA moneys exceeding \$200 to be allocated must have VQHA approval before money is spent. Monies request less than \$200 do not require VQHA approval, but must be presented to the VQHA Board with explanation.
4. The VQH YA Advisor must submit all AQH YA worksheets, required paperwork and requests to AQH YA in a timely fashion. In the absence of the Advisor, he/she shall appoint a VQHA [VQHA Board Approved] member to submit these materials.
5. The VQHA Youth Advisor or [VQHA Board Approved] Advisor appointed VQHA member shall attend the YES Conference, Affiliate Workshops, Team Tournaments, AQH YA World Show, Regional Championship Show, and the Quarter Horse Congress.
6. The VQHA Youth Advisor shall attend VQH YA meetings, assist VQH YA members and be available to all VQH YA members.
7. The Advisor shall oversee Team Selection for AQH YA World Show, Quarter Horse Congress and other Team Tournaments adhering to the VQH YA Guidelines.
8. Complete details of team selection must be supplied to the VQH YA and VQHA consecutively prior to approval from the VQHA Board.
9. All VQH YA meetings or functions must be chaperoned by the Advisor or VQHA Board approved Advisor appointed VQHA Member.

## V. ELECTIONS

1. The Officers, **Youth Advisor** and Directors of VQHA shall be elected by the VQHA members during the Annual General Membership and Elections Meeting by secret ballot.
  - a. The VQHYA shall submit proposed Youth Advisor nominees to the VQHA President or nominating committee for consideration by October 1<sup>st</sup> of the current year to the Annual General Membership & Elections Meeting whereas the VQHA approved elected Advisor position shall be published.

**The VQHYA shall submit proposed Youth Advisor nominees to the VQHA President or nominating committee for consideration by October 1<sup>st</sup> of the current year for the Annual General Membership & Elections Meeting Ballot.**

2. Notice of available upcoming election positions shall be posted to all members within **sixty (60) days prior to the VQHA Annual General Membership & Elections Meeting.**
3. VQHA members seeking a position must submit his/her letter of intent to the nominating committee **sixty (60) days prior to the VQHA Annual General Membership & Elections Meeting** to ensure ballot application.
  - a. All applications, adhering to the sixty (60) day deadline date, must be presented on the Official VQHA Election Ballot.
4. Notice of said Annual VQHA General Membership & Elections Meeting shall be mailed **by electronic and ordinary mail** to all members a minimum of fourteen (14) days prior to said meeting. Notice shall also be posted on the website.
5. Nominations shall be taken from the floor. Nominee must be present to accept the nomination. Accepted nominees shall be written in the ballots on lines designated. All nominees must be a member in good standing for a minimum of 30 days prior to the elections.

6. All ballots shall be counted during the Annual VQHA General Membership & Elections Meeting by the nominating committee. When a nominating committee member is not present or has a conflict, the President shall appoint replacement(s) to count ballots.
7. All results shall be announced during the Annual VQHA General Membership & Elections Meeting.
8. If the nominating committee proposes a Director(s) or Officer(s) who is unopposed, then the VQHA Secretary may cast one vote in accordance with Robert's Rules of Order.
9. Newly elected Officers and Directors shall be published on the VQHA website within fourteen (14) days.
10. All VQHA materials, records and explanation of duties shall be given from each outgoing director or Officer during the Annual VQHA General Membership & Elections Meeting. Any further explanation may be continued at an agreed meeting within two weeks of the Election.

## **VI. MEETINGS**

1. All meetings shall be conducted first using the VQHA Handbook, then the AQHA Handbook and third, "Roberts Rules of Order".

### **GENERAL and the ANNUAL MEMBERSHIP MEETINGS**

1. VQHA members in good standing with voting rights must be present to vote.
2. VQHA members may express concerns, ask questions and participate in the meeting.
3. VQHA members must be recognized by the President in order to speak.
4. **At least 30 days notice must be given for a general membership meeting.**
5. A schedule of all VQHA Meetings must be published on the VQHA website.

## **BOARD MEETINGS**

1. Board meetings shall be held as necessary and called by the President or two-thirds majority vote of the Directors.
2. Cancellation of Board Meetings [weather related or unforeseen conflict] will be determined by the President.
3. Board Meetings shall be held informally, open to members, who may speak when invited by the President, but may not vote.
4. Issues deemed sensitive may be heard in Executive Session and remain confidential. Only Board Members may participate in the Executive Session.
5. When a board decision is deemed necessary and time constraints do not allow such meeting to take place, the President may call for written votes, electronic or otherwise, and kept on file. Such vote results shall be submitted to the Secretary and the Board.
6. **At least 7 days notice must be given for regular board meetings.**

## **SPECIAL MEETINGS**

1. The President may call a Special Meeting at any time.
2. A Special Meeting must also be called when requested by a two-thirds majority vote of the directors or 20% of the general membership.

## **VII. STANDING COMMITTEES**

1. Committee members work within their respective committees, create budgets, and submit the final report to the VQHA board prior to any monies being spent.
2. Additional expenditures in excess of budgeted amount must be submitted to VQHA Board of Directors for prior approval.



**AWARDS COMMITTEE:**

1. Arrange for awards for presentation during the Annual Awards Banquet and other events as deemed necessary by the VQHA Board.
  - a. Budget to be submitted and approved by VQHA Board prior to any VQHA /VQHYA monies spent.

**BANQUET COMMITTEE:**

1. The Banquet Chairman shall solicit a committee which may be comprised of VQHA/VQHYA members.
2. This committee is responsible for presenting a budget for approval, acquiring a location, menus, date, speaker, MC, Banquet Program and all things necessary for the Annual Awards Banquet.
3. Proposals must be approved by the VQHA Board prior to any monies spent or reservation made.

**BYLAWS COMMITTEE:**

1. The Bylaws committee shall be responsible for annual inspection of the current Handbook to ensure the bylaws, rules and guidelines meet the current needs of the association.
2. Responsible to collect all member bylaw proposals and presentation during said meeting. Such proposals shall be given to all members a minimum of two (2) weeks prior to event.
3. Updating the Handbook once approved creation of the current handbook, and dispersal of current handbooks by January 1<sup>st</sup> of the following year.

**MARKETING COMMITTEE:**

1. Responsible for all matters concerning the publication of club activities.
2. Responsible to create informative literature for such activities upon approved budget.
3. The Website Chairman shall also serve on this committee.
  - a. The website shall be kept current. When two websites are used, one for VQHA and one for VQHYA, then both shall have links to each other on the home page.

### **MEMBERSHIP COMMITTEE:**

1. The membership committee shall create, promote and receive membership applications, keep current records of such and provide current lists to the VQHA Board quarterly, and send out membership materials.
2. The Membership Committee Chairman is responsible for all accounting reports and forwarding membership moneys to the VQHA Treasurer.

### **SHOW COMMITTEE:**

1. The Show Committee shall coordinate VQHA sponsored and approved shows annually.
2. The show committee shall inspect grounds, facility, and work with show management to ensure objectives of VQHA shows are met.
3. The Show Chairman shall be responsible to submit the show budget, futurities, show schedules, events, show awards, class lists, and any paybacks for final VQHA Board approval prior to any monies spent.
4. The Show Committee shall submit all approved Show information concerning shows to the Marketing Committee for publication.

All other Committees as deemed necessary.

## **VIII. PENALTIES and DISCIPLINARY PROCEDURES**

### **GROUND S for REMOVAL or SUSPENSION**

1. All VQHA members must treat others with respect, courtesy and [equally] professionalism.
2. No VQHA member shall direct abusive or threatening conduct towards any officer, director or youth advisor trying to do his/her job.
3. At no time shall any member act on behalf of VQHA without board approval.
4. Individuals, farms and businesses having an outstanding balance due to VQHA for over sixty (60) days from the billing date, shall be subject to suspension.
  - a. A \$25 fee plus all bank charges incurred by VQHA/VQHYA shall be charged for any returned checks made payable to the club.

5. Any member may be suspended from VQHA by majority vote of the VQHA Board for violations of the American Quarter Horse Association or VQHA rules and guidelines.
6. Any member suspended from AQHA shall automatically be suspended from VQHA and reinstated when AQHA does.
7. Any member charged with a violation of the VQHA Handbook shall be entitled to a Special Meeting, in Executive Session.

#### **DIRECTORS, OFFICERS and YOUTH ADVISOR:**

1. Any Director who is not performing his/her duties may be subject to removal.
2. Any Director, who does not work in the best interest of the club as a whole, causes division, or conflict within the club may be subject to removal.
3. Any Director who in violation of VQHA Handbook may be subject to removal.

### **SUSPENSION/REMOVAL PROCEDURES**

#### **INDIVIDUAL MEMBER SUSPENSION**

1. Charges against a member must be submitted in writing to an officer or director of the VQHA.
2. The President and board designee shall first have a discussion with the accused to reach resolve if possible.
3. If the situation persists, the VQHA Board shall investigate, discuss and vote to resolve the matter.
4. When the board deems necessary to seek suspension of an individual:
  - a. A letter of notice shall define the full description of the situation and reasons for impending suspension, and/or the debt amount if applicable, description of debt and arrangements to make payment.
  - b. This notice serves as a written warning of automatic and impending suspension if such debt is not paid within fourteen (14) days of Certified Postmark date.
  - c. This notice serves as a written warning of automatic and impending suspension if the situation does not resolve.

- d. This notice also shall list and serve as a fourteen (14) day notice of impending Special Meeting, which may occur at the upcoming Board meeting, and shall list the date, time and location of said meeting.
- e. The charged member has the right to speak and bring two people to speak on the subject on their behalf; but only Directors and Officers shall be present for discussion and vote.
- f. The member subject to suspension has the right to attend such meeting of determination to be heard by the board prior to decision, but only board members may be present during discussion and determination.
- g. Two thirds majority vote of the Board shall be necessary before a charged member may be suspended.
- h. The VQHA Secretary shall send written notice of removal by certified mail within three (3) days of the Board decision.
- i. In situations deemed necessary a written warning may be issued before any meeting date is set.

### **DIRECTOR, OFFICER, YOUTH ADVISOR REMOVAL**

If it becomes apparent through observation that a director, officer or youth advisor are not acting in accordance to the bylaws, rules and guidelines a written complaint shall be filed with an Officer of the VQHA Board of directors.

:

- 1. The President and board designee shall first have a discussion with the accused to reach resolve if possible.
- 2. If the situation persists, the VQHA Board shall investigate, discuss and vote to resolve the matter.
- 3. When the board deems necessary to seek removal of an Officer, Director or Advisor:
  - a. A letter of notice shall define the full description of the situation and reasons for impending removal.
  - b. This notice serves as a written warning of automatic and impending removal within fourteen (14) days of Certified Postmark date.
  - c. This notice serves as a written warning of automatic and impending suspension if the situation does not resolve.
  - d. This notice also shall list and serve as a fourteen (14) day notice of impending Special Meeting, which may occur at the upcoming Board meeting, and shall list the date, time and location of said meeting.

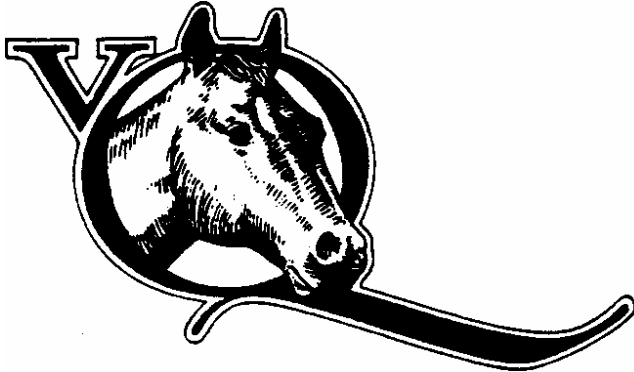
4. The Director subject to suspension has the right to attend such meeting, and have two persons attend to speak on his/her behalf, and be heard by the board prior to decision, but may not be present during discussion and determination.
5. Any Officer, Director or Youth Advisor may be removed by two-thirds majority vote of the VQHA Board.
6. The VQHA Secretary shall send written notice of removal by certified mail within three (3) days of the Board decision.
7. All materials, records and VQHA property must be returned to the VQHA President within fourteen (14) days of the date of removal.

**SUSPENSION:**

1. All rights and privileges to the VQHA will be in suspension, including the accumulation of VQHA points.
2. Such privileges shall resume when the bank clears payment and the VQHA Board approves.
3. Such notice will be sent to the member in suspension within seven (7) days by certified mail and shall include reinstatement date.
4. The person subject to suspension has the right to attend such meeting of determination to be heard by the board prior to decision.

## **IX. VQHA POINTS & AWARDS SYSTEM**

**Vermont Quarter Horse Association  
Year End Point System Rules  
(Revised October 2010)**



### **TO BE ELIGIBLE:**

1. All horses must be registered with AQHA for all Categories.
2. AQHA rules prevail.
3. Owners of horses competing for VQHA awards must be members in good standing with VQHA.
4. No points or money earned can be recognized before receipt of current dues and nomination form. Points/money earned will be counted from that date onward for the season even though the point year runs from November 1<sup>st</sup> to October 31<sup>st</sup> of the current year.
5. There will be six categories for year-end awards..
6. ALL MEMBERS (Adult and Youth) MUST nominate their horse with VQHA before any points will count. The nomination form and fee determined will be provided by VQHA.
7. All year end awards will be based on a 1-horse/1 rider combination and compiled separately for each horse ridden and not combined. Exception: Horseback hours & racing as per AQHA rules.

### **GENERAL RULES:**

#### **YOUTH ACTIVITY:**

1. Points may be accumulated in classes at Registered AQHA shows, VHSA shows, VHJA Shows, and any other show as determined by the Board of Directors, in classes restricted to Youth.
2. Age as of January 1st, shall count for the entire year (age 18 and under as of January 1st to qualify as a youth).
3. A youth must be a member of VQHA, even if they are a member of VQHYA, for points to count toward year-end awards..
4. The Youth and/or immediate family will own said horse(s) ridden by youth, unless a permit is issued by AQHA, per AQHA rules.
5. Youth activity points will be divided into Novice Division and Regular Youth Division.
6. To earn Novice Youth points, one must show with a Novice Card, provided by AQHA with skill sets listed, to be eligible for that division.

#### **AMATEUR:**

1. Points may be accumulated in classes at Registered AQHA shows, in the classes restricted to Amateurs and will be divided into Novice, Regular Amateur and Select Amateur divisions.

2. To earn Novice Amateur points, one must show with a Novice Card, provided by AQHA with skill sets listed to be eligible for that division.

#### **PRIZES:**

1. Prizes awarded at the end of the year will be an award and/or ribbon for the Champion and Reserve Champion, based on availability of funds in the treasury.
2. All awards are based on a one rider/one horse combination with the exception of Horseback Riding and Racing. Otherwise, you may compete on more than one horse but points/dollars must be submitted separately for each horse.

#### **MEMBER IN GOOD STANDING:**

1. The definition of a member in good standing is a member who has paid their yearly dues.
2. A member who has been suspended by AQHA will be automatically suspended by VQHA.

#### **SHOW POINTS:**

1. Chart A is the point system for all members competing in Category I and Category II.
2. Points will only be recognized according to the actual placing. If a non-member has placed, the points for that placing will not be shifted to a member in a lesser position.
3. The owner/exhibitor is responsible for submitting copy of the AQHA show record of points, placing & number of hours spent riding, verified by AQHA to the point secretary. **POINTS/DOLLARS FOR ALL CATEGORIES MUST BE SUBMITTED BY NOVEMBER 15<sup>TH</sup> OF THE CURRENT YEAR TO BE ELIBIBLE FOR AWARDS. POINTS POSTMARKED AFTER NOVEMBER 15<sup>TH</sup> WILL NOT BE ACCEPTED.** It is not the point secretary's responsibility to obtain your information.
4. The Point Secretary will notify all members of the cumulative point standings, in the VQHA newsletter and on the web site.
5. These rules can only be changed by vote of the general membership at a properly warned general membership meeting or the annual meeting.
6. Performance awards in Category II are all classes except Halter classes.

#### **CATEGORY I – Approved Open Shows**

Based on placings at approved shows with non-sanctioned AQHA QH classes.

Classes to count are: QH halter – stallions, mares or geldings; QH YA Western Pleasure, QH youth showmanship; QH YA hunter under saddle; QH Western Pleasure; QH adult showmanship; QH hunter under saddle; QH trail; QH lead line 6 and under; QH walk/trot 10 and under.

#### **Specifics:**

1. Points may also be accumulated at other VQHA pointed shows that hold regular QH classes. Such shows to be approved or sponsored by the VQHA BOD on or before May 1<sup>st</sup> of the current Year. Letter of application must be received before April 1<sup>st</sup>.

#### **CATEGORY II – AQHA Sanctioned Shows**

Based on placings at AQHA shows including Region 6 show, in youth, novice youth, novice amateur, amateur & open divisions as per AQHA rules.

Division 1 – Halter: Stallion, Mares or Geldings

Division 2 – Trail, Western Riding

Division 3 – Barrel Racing, Pole Bending, Stake Race

Division 4 – Jumping, Work Hunter, Green Work Hunter, Hunter Hack

Division 5 – West Pleasure, 2Yr West Pleasure, Green Western Pleasure, Horsemanship

Division 6 – Tie-down Roping, Dally Team Roping Heading and Heeling, Breakaway Roping, Cutting Sorting, Team Penning

Division 7 – Hunter under Saddle, Hunt Seat Equitation, Equitation over Fences, Green HUS

Division 8 – Reining, Working Cow Horse

- Division 9 – Racing
- Division 10 – Versatility Ranch Horse
- Division 11 – Showmanship
- Division 12 – Pleasure Driving

**Specifics:**

1. In division 1, halter, points may be accumulated by placing grand champion or reserve grand champion as per AQHA rule 415G.
2. Any points accumulated by a trainer showing the same horse as a youth or amateur member will count for horse/rider combination in the open QH classes.

**CHART A Point System for Category I & II**

Exhibitors # in Class	Placings					
	1st	2nd	3rd	4th	5th	6th
1	1					
2	2	1				
3	3	2	1			
4	4	3	2	1		
5	5	4	3	2	1	
6	6	5	4	3	2	1
7-10	7	6	5	4	3	2
11-14	8	7	6	5	4	3
15-18	9	8	7	6	5	4
19-22	10	9	8	7	6	5
23-26	11	10	9	8	7	6
27 & over	12	11	10	9	8	7

**CATEGORY III – Diversified Category**

A diversified Category with each division offered having its own unique rules or requirements. Dollars won & points will accumulate from November 1<sup>st</sup> to October 31<sup>st</sup> and must be submitted by November 15<sup>th</sup> to the point secretary.

Events as listed below.

**HORSEBACK RIDING AWARD RULES:**

1. To qualify for this award, a member must be enrolled in the AQHA HORSEBACK RIDING PROGRAM.
2. Champion and reserve champion awards will be awarded to the persons logging the most hours with AQHA on a yearly basis. Hours will accumulate for VQHA from November 1<sup>st</sup> to October 31<sup>st</sup> of the current year. Awards offered for both an adult and youth division. Hours must verified through AQHA.

**SANCTIONED DRESSAGE AWARD:**

1. Champion & reserve champion awards will be given to 1 horse/1 rider combo with the highest year-end Average. Awards to be offered for adult and youth division.



2. The level of competition will be weighted as follows:

**Chart B**

- A. Training Level - Actual Score
- B. 1st Level - 1.05%
- C. 2nd Level - 1.10%
- D. 3rd Level - 1.15%
- E. 4th Level - 1.20%
- F. Above 4th Level - 1.25%

3. A horse must compete in a minimum of 2 tests of the same level at any USDF sanctioned show(s). May be ridden in more than 1 level over the course of the season. This includes regular dressage classes or the new Western Dressage (primary level) classes.
4. Riders must submit a photocopy of the front of each score sheet showing horse's AQHA name and registration number, show, date, score and judges signature.

**SCHOOLING DRESSAGE SHOW award:**

1. Dressage schooling shows do not have to be recognized by USDF.
2. Champion and reserve champion awards will be given to 1 horse/1rider combo with the highest year-end average. Awards to be offered for adult and youth division.
3. The horse must compete in a minimum of 2 tests of the same level. May be ridden in more than one level over the course of the season. This includes regular dressage classes or the new Western Dressage (primary level) classes.
4. The level of competition will be weighted as in **Chart B**.
5. Riders must submit a photocopy of the front of each score sheet showing the horse's AQHA name, registration number, show, date, score and judge's signature.

**BARREL RACING AWARD RULES:**

1. This award will be based on the MOST dollars earned in events that conform to AQHA guidelines.
2. Champion and reserve champion awards will be given in each of these Divisions:  
~ OPEN ~YOUTH

**POLE BENDING AWARD RULES:**

1. This award will be based on the MOST dollars earned in events that conform to AQHA guidelines..
2. Champion and reserve champion awards will be given in each of these Divisions:  
~OPEN ~YOUTH

**REINING AWARD RULES:**

1. This award will be based on the MOST dollars/MOST points earned in events that conform to AQHA guidelines.
2. Champion and reserve champion awards will be given in each of these divisions:  
~YOUTH ~2 YEAR OLD ~NON PRO ~AGED HORSE

**RACING AWARD RULES:**

1. This award will be based on the most points earned in AQHA approved races.
2. Champion and reserve champion awards will be given in each of these divisions:  
~2 YEAR OLD ~3 YEAR OLD ~AGED HORSE

**TEAM PENNING AWARD RULES:**

1. This award will be based on MOST dollars earned in events that conform to AQHA guidelines.
2. Champion and reserve champion awards will be given in each of these divisions:

~NOVICE (all ages) ~OPEN (all ages)

**BREAKAWAY ROPING AWARD RULES:**

1. This award will be based on the most dollars earned in events that conform to AQHA guidelines.
2. Champion and reserve champion awards will be given in each of these divisions:  
~YOUTH ~ AMATEUR ~ OPEN

**VERSATILITY RANCH HORSE AWARD RULES:**

1. This award will be based on the most dollars earned in events that conform to AQHA guidelines.
2. Champion and reserve champion awards will be given in each of these divisions:  
~YOUTH ~AMATEUR ~OPEN

**OVER FENCES AWARD:**

1. This award is based on the overall points earned in the following classes: working hunter, equitation over fences and jumping. Points are based on actual placings – see Chart C. (Flat classes such as equitation or pleasure can be submitted under Category IV.
2. Champion & reserve champion awarded in each of these divisions:  
YOUTH ~ AMATEUR ~ OPEN

**CATEGORY IV - Open unaffiliated shows:**

2. Points can only be accumulated on an AQHA registered horse. Exhibitor does not have to own said horse.
3. Anyone earning enough points to qualify for an award in Category I or II will NOT be eligible for awards in Category IV.
4. Will cover ANY Open shows not approved in Category I.
- 5.. The Show secretary MUST be listed with their contact information on the form for points to count.
8. Age Divisions as of January 1<sup>st</sup> of the current year:  
~BEGINNER: WALK/TROT ONLY 12 & Younger  
~JUNIOR: 13 & Younger  
~SENIOR: 14 – 18  
~ADULT: 19 & Over
9. The following Classes will be recognized although the lass names vary from show to show and are outlined as such:  
Fitting & Showmanship/Showmanship  
Western Pleasure  
Western Equitation/Horsemanship  
Trail  
English Pleasure/Hunter under Saddle  
English Equitation/Hunt Seat Equitation  
Halter
11. Points will count as follows:  
**Chart C**  
1st = 6 points                      4th = 3 points  
2nd = 5 points                     5th = 2 points  
3rd = 4 points                      6th = 1 point

## **CATEGORY V – GYMKHANA**

Specifics:

1. Points can only be accumulated at VQHA sponsored events.
2. VQHA will hold a minimum of three (3) Gymkhanas per year; competitors must compete in at least 2 to qualify for year end awards.
3. VQHA will point all events held at our sponsored gymkhanas. The member will forward results of sponsored gymkhanas to the VQHA point keeper.
4. Year end awards will be given to Champion and Reserve Champion for the following five age divisions:
  - A. Little Wranglers – 7 years old and under
  - B. Pee Wees – 8-12 years old
  - C. Juniors – 13 – 18 years old
  - D. Novice Seniors – 19 years and older (walk/trot)
  - E. Open Seniors – 19 years and older
5. Points will be awarded in each timed event according to **CHART C**.

## **CATEGORY VI – OUT OF STATE MEMBERS**

(Based on AQHA Points earned)

Points for the Out of State Awards Category V are limited to those accumulated in any AQHA Show.

A competitor must have participated in at least one (1) day of any VQHA sponsored AQHA show and earn a minimum of 5 points to qualify for Champion and 3 points to qualify for Reserve Champion.

Points will be based on placing in the class and number of entries in the class.

Open Halter	Novice Youth Performance
Youth Halter	Youth Performance
Amateur Halter	Novice Amateur Performance
Open Performance	Amateur Performance

## **AMENDMENTS**

6. Bylaw Proposals must be submitted to the VQHA Board sixty (60) days prior to the VQHA Annual Meeting and Elections Meeting for inclusion in the agenda.
7. Youth members are invited to attend, and participate but may not be present for final vote.