

Constitution and By-Laws of The Oklahoma Quarter Horse Youth Association

Amended October 2016

By-Laws Effective January 29, 2023

ARTICLE I Name and Objectives

Section 1. This organization shall be a division of the Oklahoma Quarter Horse Association (OQHA). It shall operate within the scope of the by-laws, rules and regulations of the American Quarter Horse Association and the Oklahoma Quarter Horse Association and shall be named the Oklahoma Quarter Horse Youth Association (OQHYA or Association).

Section 2. The objectives and purposes of the OQHYA shall be as follows:

- a.** To improve and promote the American Quarter Horse;
- b.** To improve and develop youth horsemanship skills, breeding, raising and exhibition of American Quarter Horses;
- c.** To improve participation in scholarship, leadership, sportsmanship and community interest;
- d.** To establish a means whereby members may work in conjunction with the Oklahoma Quarter Horse Association Youth Committee;
- e.** To acquaint youth members and affiliates with the parent organization, OQHA, its structure and functions.

ARTICLE II: Place of Business and Fiscal Year

Section 1. The permanent offices of this Association shall be located at 3021 W Reno Ave, in the city of Oklahoma City Oklahoma County, State of Oklahoma. The Association may have other offices within the State of Oklahoma as the OQHA Board of Directors may designate or the business of the OQHA may require.

Section 2. The fiscal year of the Association shall be the calendar year.

ARTICLE III OQHYA Youth Advisory Committee

Section 1. The OQHYA Youth Advisory Committee is an advisory committee to the members and directors of the OQHYA. Its purpose is to assist and guide youth in furthering the mission and vision of OQHYA. Members of this committee are non-voting as it relates to motions brought forth to the OQHYA Board of Directors of OQHYA Membership unless empowered by the Board of Directors to do so.

Section 2. The OQHYA Youth Advisory Committee shall consist of a chairperson, appointed by the president of the OQHA. The chairperson will appoint a of minimum of three (3) parents of current youth members to serve with he or she as the standing OQHYA Youth Advisory Committee.

ARTICLE IV Membership

Section 1. Membership in the OQHYA shall consist of youth eighteen (18) years and under, as of January first of each year, whose annual dues are paid.

Section 2. The OQHYA Board of Directors, in consultation with the Youth Advisory Committee, shall determine the amount of the annual membership fees.

ARTICLE V Meetings of the Membership

Section 1. The annual meeting of the membership shall be held on the same the date and at the same place as the annual membership and convention meeting of the members of OQHA.

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Section 2. The president and/or the OQHYA Advisory Committee ~~Chairperson of the Youth Committee~~ may call a special meeting of the membership of the Association to be held at such hour and place as shall be designated in the notice of such meeting.

Section 3. Notice of the Annual Membership and Convention of the members shall be (a) separate written notice, (b) notice contained in a conspicuous place in regular official membership publication, website, or social media, (c) standard, express, or electronic mail, or (d) by any other means allowed by law shall be construed and is accepted as legal notice of such meeting to each member of the Association at least ten (10) days prior to the meeting, stating the time and place thereof.

Section 4. Notice of all special meetings of members shall be by (a) separate written notice, (b) notice contained in a conspicuous place in regular official membership publication, website, or social media, (c) standard, express, or electronic mail, or (d) by any other means allowed by law shall be construed and is accepted as legal notice of such meeting to each member of the Association at least five (5) days prior to the meeting, stating the time and place thereof.

Section 5. At any meeting of the members of the Association, called in accordance with the provisions of this article, the presence of ten (10) members of the Association entitled to vote shall constitute a quorum.

Section 6. At all meetings of the members of the Association, each member whose dues are currently paid and who is in all other respects a member of the Association in good standing shall be entitled to one (1) vote. The majority of those members present and entitled to vote shall decide any question brought before the meeting; provided, however, that if the question is one upon which a different vote is required by express provision shall govern and control the decision of the question. Voting on any question before the membership shall be by written ballot, if requested by any member present.

ARTICLE VI Board of Directors

Section 1. The Board of Directors of the OQHYA shall consist of the elected officers of the Association, the immediate past president of OQHYA and ten (10) directors elected annually from the membership, these directors shall be members in good standing of the OQHYA and be a current resident of the State of Oklahoma.

Section 2. Directors elected from the membership may be re-elected to succeed themselves.

Section 3. The conduct of the affairs and business of the Association shall be vested in the Board of Directors, and the Board of Directors may exercise all such powers of the Association and do all such lawful acts and things, as are not by statute or by the OQHA Articles of Incorporation or by these by-laws directed or required to be exercised of done by the members of the Association.

Section 4. A vacancy on the Board of Directors shall be declared to exist upon (a) the death of a member, (b) the written resignation of a member, (c) a member becoming a non-resident of the State of Oklahoma, (d) failure of a member to attend three (3) consecutive meetings for reasons determined to be insufficient by the Youth Advisory Committee. The Board of Directors may be filled at any organizational, regular or special meeting at which a quorum is present by a majority vote of the directors present at such a meeting.

Section 5. The Board of Directors of the OQHYA will be required to serve on and actively participate in the activities of at least two (2) different OQHYA Committees.

Section 6. Elected members of the Board of Directors will be required to attend a training meeting annually to learn Parliamentary Procedure and the function of the Association and its officers and directors.

Section 7. It is a privilege, to serve on the OQHYA Board of Directors and not a right. Throughout his/her tenure, an elected director, OQHYA past president, must (a) remain a member of the OQHYA in good standing, (b) adhere to OQHA rules and regulations pertaining to membership conduct and, (c) in addition, must conduct themselves in an

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exemplary manner so as to reflect favorably on the OQHYA Board of Directors and the OQHA, (d) refrain from conduct that is detrimental to the interests of the OQHYA, its programs, policies, objectives and harmonious relationship of its members.

ARTICLE VII Board of Directors Meetings

Section 1. MEETINGS.

A. ORGANIZATIONAL MEETING: The organizational meeting of the Board of Directors shall be held during the month of January each year, on the same date and at the same location as the OQHA. The Board of Directors may transact any business that may properly be brought before the meeting.

B. REGULAR MEETING: Regular meeting of the Board of Directors shall be held at such time and place as may be determined by the Board of Directors. At a regular meeting the Board of Directors may transact any business that may be brought before the meeting.

C. SPECIAL MEETING: Special meetings of the Board of Directors may be held on the call of the President; on the call of the Youth Committee; or on the call of a minimum of eight (8) members of the Board of Directors. Special meetings of the Board of Directors shall be held at such a time and place as designated in the call thereof. At any special meeting the Board of Directors may transact only the business specified in the notice.

D. ANNUAL MEETING: The annual meeting of the Board of Directors shall be held the dates and at the same place as the annual membership and convention meeting of the members of OQHA, no notice to the Directors of the annual meeting shall be required. The Directors shall transact any business that may properly be brought before the meeting.

Section 2. Notice of Meeting. Notice of the time, place and purpose of any meeting of the Board of Directors (other than the annual meeting) shall be given by not less than three (3) days notice to each Director by (a) separate written notice, (b) notice contained in a conspicuous place in regular official membership publication, website, or social media, (c) standard, express, or electronic mail, or (d) by any other means allowed by law shall be construed and is accepted as legal notice of such meeting to each member of the Association at least five (5) days prior to the meeting, stating the time and place thereof.

Section 3. At any meeting of the Board of Directors, a majority of the members comprising of the Board of Directors shall constitute a quorum.

Section 4. At all meetings of the Board of Directors at which a quorum is present, the vote of a majority of those Directors present at such meeting shall decide any question before the meeting.

Section 5. Waiver of Notice. Whenever under the provisions of these By-Laws, or the law, the Directors are authorized to hold any meeting after notice, a written waiver of notice, signed by the person or persons entitled to notice, whether before or after the time stated therein, shall be deemed equivalent to notice.

ARTICLE VIII Officers

Section 1. The officers of OQHYA Association shall consist of a president, first vice-president, second vice president, secretary, treasurer, historian and reporter. All of whom shall be elected by the youth members of the OQHYA. Each officer of the Association shall hold office for a term of one (1) year beginning after elections or until a successor is elected. OQHYA Officers may be elected to different offices or re-elected to the same office each year. A youth officer must be an OQHYA member, a resident of the State of Oklahoma at time of election and must remain an OQHYA member in good standing for the duration of his/her term.

Section 2. POWERS AND DUTIES OF OFFICERS:

A. PRESIDENT: The President shall be the chief executive officer of OQHYA and shall have general supervision of the affairs of OQHYA subject to the direction of the OQHYA Board of Director and the OQHYA Advisory Committee. The President shall preside at all meetings of the OQHYA members and the OQHYA Board of Directors. This office shall see that the by-laws, rules and regulations of OQHYA are enforced. The president shall appoint all committees of the OQHYA and will preside as chairperson for the Youth World Show and Congress Committee.

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B. FIRST VICE-PRESIDENT: In the absence of the president, the first vice-president shall perform the duties of the president. The first vice-president shall serve as chairperson of the Youth Fund-Raising Committee, in addition to other duties as may be prescribed by the President.

C. SECOND VICE-PRESIDENT: In the absence of the president and first-vice president, the second vice-president shall perform the duties of the president. The second vice-president shall serve as the Chairperson of the State Championship Awards Committee, in addition to other duties as may be prescribed by the President.

D. SECRETARY: The Secretary ensures official records are maintained of members of the association and Board of Directors. The secretary shall take roll call; read the minutes, of previous meetings; record, transcribe, and furnish minutes of all meetings to the OQHYA Board of Directors, OQHYA membership, and OQHYA Youth Advisory Committee. The secretary shall be responsible for keeping track of the Meeting Sign In list. The secretary shall be responsible for appointing a substitute Secretary if attendance of a meeting cannot be met. The secretary shall serve as Chairperson for the Membership Committee, in addition to any other duties prescribed by the President.

E. TREASURER: The treasurer shall obtain an up-to-date roster of the Association members from OQHA. The Treasurer shall obtain financial statements from OQHA to present at meetings of the Officers and Board of Directors, as well as, the general membership meeting. A copy of the financial statement shall be submitted to the OQHYA Youth Advisory Committee and the president of the OQHYA periodically. The treasurer shall plan and carry out the Basket Auction, in addition to other duties as may be prescribed by the President.

F. REPORTER: The reporter shall report all Association activities, including business meetings, by electronic communication, social media or inclusion on the OQHA to the OQHYA membership and send the association's news to publications (i.e. the Quarter Horse Journal and others). The reporter will assist the historian in the preparation of the Scrapbook for the AQHYA World Show. The reporter shall serve in any additional duties as may be prescribed by the President.

G. HISTORIAN: The historian will be responsible for preparing the scrapbook as well as preparing the presentation for the AQHYA World Show. The historian will work with the reporter on this preparation. The historian shall serve in any additional duties as may be prescribed by the President.

Section 3. A vacancy in an officer position shall be declared to exist upon (a) the written resignation of a member (b) the death of a member, (c) a member becoming a non-resident of the State of Oklahoma, (d) failure of a member to attend three (3) consecutive meetings for reasons deemed insufficient by the Youth Advisory Committee. The vacancy may be filled at any organizational, regular or special meeting at which a quorum is present by a majority vote of the directors present at such a meeting. The officer so elected shall fill the unexpired term of the officer being replaced, or until a successor is elected.

If an officer is absent from three (3) consecutive meetings for reasons, which the Youth Board has determined is insufficient, his/her resignation shall be deemed tendered and accepted. The Youth Advisory Committee will send a notice after two (2) absences within thirty (30) days of the second absence.

Section 4: Election Of Officers And Directors: The OQHYA Board of Directors and the Officers of the Association shall be elected at the annual membership and convention meeting of the OQHA. Any youth members present at the annual membership and convention, who are eligible to vote, may make nominations for such directorships and officers from the floor, voting for each position will be done by written ballot. A person with a simple majority of the vote shall be the winner.

Section 5. Any vacancy occurring in any of the offices of the Association may be filled at any organization, regular or special meeting at which a quorum is present by the majority vote of the OQHYA present and voting.

ARTICLE IX Standing Committees

Section 1. At the organizational meeting of the OQHYA Board of Directors, the newly elected President of the Association shall submit to the Board of Directors, in consultation with the OQHYA Advisory Committee, for confirmation, appointment of the following standing committees.

A. Fund-raising and Projects Committee

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- B.** Awards and Convention Committee
- C.** Membership Committee
- D.** AQHYA World Show Committee

Section 2. Members of all committees shall be members of the Association, and may be members of the OQHYA Board of Directors. The duties of all committees shall be such as may be delegated by the president subject to the authority of the Board of Directors.

ARTICLE X

American Quarter Horse Youth Association

Section 1. This Association shall be a member of the American Quarter Horse Youth Association.

Section 2. Delegates to the AQHYA National Conventions shall be chosen in the following order, according to the number of members:

- A.** Any AQHYA Executive Board Member and Regional Directors from Oklahoma
- B.** The OQHYA Officers in order
- C.** The OQHYA Board of Directors

Section 3. Members of the Oklahoma Team of the AQHYA World Championship Show shall be selected under the system approved by the OQHYA Board of Directors and the OQHYA Youth Advisory Committee. The team rules will be available to each member, upon request, from the OQHA Office or the appointed youth chairperson. The system may, from time to time be modified at the discretion of the OQHYA Board of Directors, the OQHYA Youth Advisory Committee, and the OQHA Board of Directors.

ARTICLE XI

By-Law Changes

Section 1. The Board of Directors shall have the power to make, amend and repeal the by-laws of OQHYA by vote of the majority of the Directors at any regular or special meeting of the Board, subject to the right of the members to propose revisions or amendments and make recommendations to the Board of Directors regarding any such by-laws

Section 2. To be eligible for consideration by the Board of Directors, a proposed amendment to OQHYA's by-laws shall be filed in writing, at least thirty (30) days prior to a meeting, at which time the proposed amendment is to be considered.

Section 3. Notice of proposed Bylaw change shall be distributed by be **(a)** separate written notice, **(b)** notice contained in a conspicuous place in regular official membership publication, website, or social media, **(c)** standard, express, or electronic mail, or **(d)** by any other means allowed by law shall be construed and is accepted as legal notice of such meeting to each member of the Association at least ten (10) days prior to the meeting, stating the time and place thereof.

Section 4. The requirement contained in this section may be suspended by the Board of Directors, in consultations with the OQHYA Advisory Committee, at any regular or special meeting upon a two-thirds vote of eligible voters present.

Section 5. Should the OQHYA Board of Directors, and the OQHYA Youth Advisory Committee approve the change, notice of such change must be given to each member by be **(a)** separate written notice, **(b)** notice contained in a conspicuous place in regular official membership publication, website, or social media, **(c)** standard, express, or electronic mail, or **(d)** by any other means allowed by law shall be construed and is accepted as legal notice of such meeting to each member of the Association at least twenty (20) days prior to the meeting, stating the time and place thereof.

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ARTICLE XIII Year End Awards

Section 1. The OQHYA shall award State Championship awards at its Annual Membership Convention meeting of the OQHA.

Section 2. Year End Awards will be made in accordance with rules approved by the OQHYA ~~Youth~~ Board of Directors, in consultation with the OQHYA Youth Advisory Committee. Such rules shall be disseminated to the membership by (a) separate written notice, (b) notice contained in a conspicuous place in regular official membership publication, website, or social media, (c) standard, express, or electronic mail, or (d) by any other means allowed by law shall be construed and is accepted as legal notice of such meeting to each member of the Association.

Section 3. Rules governing such awards may be modified as circumstances necessitate and as approved by the OQHYA Board of Directors and the OQHYA Youth Advisory Committee.

ARTICLE XII Miscellaneous

Section 1. Any member of this Association who is unruly or disorderly at any Association meeting or sponsored function shall be subject to disciplinary action by the OQHYA Board of Directors and Youth Committee. In all such cases, the OQHYA Board of Directors and Youth Advisory Committee shall have the power, after due hearing, to suspend or revoke the membership of the offending person(s).

Section 2. Except for the immediate Past president of the OQHYA no person may serve as an officer or director who is not a member in good standing for the current calendar year.

Section 3. The OQHYA will re-invest all the interest earned into current interest earning account(s).

Section 4. Fundraisers. A member may contribute a monetary donation or sponsorship of \$100 or an amount determined annually by the OQHYA Board of Directors, in consultation with the OQHYA Advisory Committee, in lieu of participation in each fundraiser required by the last day of the points year for Year End Awards.