

**Constitution and By-Laws
of The
Oklahoma Quarter Horse Youth Association
Amended October 2016**

**ARTICLE I
NAMES AND OBJECTIVES**

Section 1. This organization shall be a division of the Oklahoma Quarter Horse Association. 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.

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 and in breeding, raising and exhibition of the American Quarter Horses.
- c. To improve the 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.

**ARTICLE II
MEMBERSHIP**

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

Section 2. The OQHYA Board of Directors shall determine annual membership fees in advance.

**ARTICLE III
OFFICERS**

Section 1. The officers of the Association shall consist of a President, First Vice-President, Second Vice President, Secretary, Treasurer, and Reporter. All of whom shall be elected by the youth members of the OQHYA at the annual membership and convention meeting of the Oklahoma Quarter Horse Association. Each officer of the Association shall hold office for a term of one (1) year beginning the first day of January after elections, or until a successor is elected.

Section 2. POWERS AND DUTIES OF OFFICERS:

a. PRESIDENT: The President shall be the chief executive officer of the Association and shall have general direction and charge of the conduct and operation of the Association, subject to the authorization of the OQHYA Board of Directors. The president shall appoint all committees of the OQHYA; shall have the power to execute all documents of every nature in its behalf; shall see that all orders and resolutions of the OQHYA Board of Directors are carried into effect, and shall preside as Chairperson for the World Show and Congress Committees. The President shall write a monthly letter for the OQHA newsletter.

b. FIRST VICE-PRESIDENT: If the President is absent, or shows inability to act, 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.

c. SECOND VICE-PRESIDENT: If the President and First Vice-President are absent or shows inability to act, 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 and Halter Trial Committees.

d. SECRETARY: The Secretary shall perform secretarial duties such as typing correspondence for the President, First Vice-President, and Second Vice-President. The Secretary will be present at all meetings and shall take roll call; read the minutes of previous meetings; record, transcribe, and furnish minutes of all meetings to the officers, OQHYA Board of Directors, Youth Committee and President of OQHYA. 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 be responsible for mailing for new youth members a copy of OQHYA Constitution and Bylaws as well as other pertinent information concerning the youth organization. The Secretary shall serve as Chairperson for the Membership Committee.

e. TREASURER: The Treasurer shall keep an up-to-date roster of the Association members. The Treasurer shall submit a statement of financial condition, including receipts and disbursements at each meeting of each Officer and Board of Directors meetings, as well as, the general membership meetings. A copy of the financial statement shall be submitted to the Youth Advisory Committee Chairman and the President of the OQHYA periodically. The Treasurer shall plan and carry out the Basket Auction.

f. REPORTER: The Reporter shall report all Association activities, including business meetings, to the OQHA newsletter for publication of periodic bulletins to the membership and send the association's news to publications i.e. the Quarter Horse Journal and others. The Reporter shall serve as Chairperson of the Parade of Teams Committee.

g. HISTORIAN: The Historian will be responsible for preparing the Scrapbook as well as preparing the Presentation for the AQHYA World Show.

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h. If an officer is absent from three (3) 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 3. 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. A nominating committee comprised of the current Youth Advisor, current youth President, and the Youth Advisory Committee, shall present to the membership at such meeting a list of nominees for the directorships and offices to be filled at such Annual Meeting. 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 4. Any vacancy occurring in any of the officers 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 IV
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.

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 Articles of Incorporation or by these By-Laws directed or required to be exercised or 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 meetings. 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. Require new officers to attend a training meeting to learn Parliamentary Procedure and the function of the Association and its Officers and Directors.

**ARTICLE V
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, to coincide with the organizational meeting of the OQHA Board of Directors. At such meeting 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 may be 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 on the same date 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. At the annual meeting of the Board of Directors, the Directors shall transact any business that may properly be brought before the meeting.

Section 2. 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 or newsletter; **(c)** electronically communicating; **(d)** OQHA website; **(e)** telephone or **(f)** by any other means allowed by law shall be construed and is accepted as legal notice of such meeting. Any Director may waive notice of any meeting.

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.

ARTICLE VI

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YOUTH ADVISORY COMMITTEE

Section 1. The Youth Advisory Committee of the Oklahoma Quarter Horse Youth Association shall consist of a Chairperson, appointed by the President of the Oklahoma Quarter Horse Association. The Chairperson will in turn appoint a group of parents of youth members to serve with he or she as the standing Youth Advisory Committee.

ARTICLE VII

MEMBERSHIP MEETINGS

Section 1. The annual membership and convention meeting will be held in conjunction with the annual meeting of the Oklahoma Quarter Horse Association.

Section 2. The President and/or the 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 or newsletter; (c) electronically communicating; (d) OQHA website; (e) telephone or (f) 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 or newsletter; (c) electronically communicating; (d) OQHA website; (e) telephone or (f) 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 meetings stating the time and place thereof and the purpose for which the meeting is called.

Section 5. At any meeting of the members of 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 VIII

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, for confirmation, appointment of the following standing committees.

- a. Fund-raising and Projects Committee
- b. Awards and Convention Committee
- c. Membership Committee
- d. AQHYA World Show Committee
- e. Parade of Team Committee

Section 2. Members of all Committees shall be members of the Association, and may be members of the OQHYA Board of Directors and Youth Committee. 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 IX

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 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 Youth Advisory Committee. The Team Rules will be available to each member, upon request, from the OQHA Office of the appointed Youth Chairperson. The system may, from time to time be modified at the discretion of the Board of Directors of the OQHYA, the Youth Advisory Committee, and the Board of Directors of the OQHA.

ARTICLE X

AMENDMENTS

**Constitution and By-Laws
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Section 1. Amendments: These By-Laws may be amended or altered, in whole or in part, by a majority vote of the number of Directors comprising the Board of Directors, or by a vote of a majority of the members of the Association entitled to vote, at any annual or special meeting of the members; provided that any amendment of the By-Laws changing the number of Directors comprising the Board of Directors or the time or place of the election date on which any election of Directors is held, must be made at least sixty (60) days before the date on which any election of Directors is held, and notice of such change must be given to each member at least twenty (20) days before the election is held, in person or by letter mailed to his address as shown in the record of the Association.

**ARTICLE XI
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 Board of Directors and Youth Committee. In all such cases, the Board of Directors and Youth Advisory Committee shall have the power, after due hearing, to suspend or revoke the membership of the offending person and persons.

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 fiscal year of the Association shall be the calendar year.

Section 4. Waiver of Notice; Whenever under the provisions of these By-Laws, or the law, the Directors or any committee 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.

Section 5. The OQHYA shall take a minimum of 10% of their net annual profit and apply toward their existing Certificate of Deposit.

Section 6. Fundraisers. A member may contribute a monetary donation or sponsorship of \$100 in lieu of participation in each fundraiser by April 30th of each year.

**ARTICLE XII
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 Youth Board of Directors and the Youth Advisory Committee. Such rules shall be published and disseminated to the membership annually. Rules governing such awards may be modified as circumstances necessitate and as approved by the Youth Board of Directors and the Youth Advisory Committee.