

Virginia Amateur Quarter Horse Association Bylaws

Article I - Name & Purpose

Section 1 -The name of this Organization shall be the Virginia Amateur Quarter Horse Association (VAQHA), a division of VQHA Inc.

Section 2- The purpose of this organization is to promote and encourage the Amateur Quarter Horse Exhibitors in Virginia.

Section 3- VAQHA shall abide by the AQHA official rules, VQHA bylaws and Robert's Rules of Order except as to the following rules which are unique to the Virginia Amateurs.

Article II - Membership

Section 1- Eligibility of members in the VAQHA shall be based on the official Handbook of AQHA. This shall include Rookie Amateur, Novice Amateur, Amateur and Amateur Select membership.

Section 2- Annual memberships are open to any dues paid VQHA member who meets the membership requirements of Article II, Section 1 upon payment of a \$12.00 annual fee payable to VAQHA.

Section 3- Suspension or expulsion of membership shall be made in accordance with AQHA and VQHA rules.

Section 4- Application for new membership must have the fee attached. Applications can be done electronically via the VQHA website, turned in at select horse shows or events or can be mailed or delivered to the VQHA Membership Officer or any qualified designee appointed by the VAQHA President and approved by the VQHA Board of Directors.

Section 5- Membership will begin January 1 and be effective through December 31 for each year. Any membership request submitted after January 1 will become effective as of the day the application fee is postmarked or received electronically. Renewals are due and payable January 1st and will be considered as lapsed and automatically terminated if dues remain unpaid after March 1st.

Article III - Members

Section 1- In all matters governed by the vote of the membership, any member in good standing shall be entitled to one vote. For voting privileges, members in good standing shall be defined as being current on dues for the current membership year and not having been suspended or expelled.

Section 2- VAQHA is for the members and by the members and the VAQHA board of directors job is to be the voice for the membership. VAQHA shall conduct membership meetings at least every quarter. Membership meetings are open to current, past and potential future VAQHA members. VAQHA Board Meetings can be conducted as needed. VAQHA board meetings are open to current VAQHA members and only VAQHA Board Members may vote. All meetings can be in person or virtually held.

Section 3- At the regular annual meeting, the qualified members of VAQHA will elect the following officers on alternating years as outlined in Section IV.1: President, Vice President, Secretary and Treasurer. A nominating committee shall be appointed by the President six weeks prior to the annual business meeting. No member of the nominating committee shall be eligible to run for office while a member of the committee. The nominating committee shall communicate how nominations are to be made at least two weeks in advance of the annual meeting, will present the nominees to the membership for consideration and will conduct the election. The membership will be given the opportunity to make nominations from the floor. A vote will be taken by written or secure electronic ballot. Proxy or absentee votes are only allowed on an as needed basis, however proxy or absentee votes on items requiring write ins are not allowed. Terms become effective as soon as the election is concluded.

Article IV - Officers and Duties

Section 1- The officers of VAQHA shall be President, Vice President, Secretary and Treasurer. These officers will serve for two consecutive years and will be designated as the VAQHA Board of Directors. The President/Secretary will be elected on odd years and Vice President/Treasurer on even years.

Section 2- The President shall be the chief executive officer of the association and shall preside at all meetings. He or She shall see that the By-laws, rules and regulations of the association are enforced and shall perform all other duties that may be prescribed from time to time by the board of directors. He or she shall appoint committee chairpersons as necessary. He or she shall be an ex-officio member of all committees. The President shall represent VAQHA to the VQHA board of directors as a voting member.

Section 3- The Vice President shall in the absence of the president, have the powers and perform the duties of the president and other duties as may be prescribed by the board of directors.

Section 4 -The Secretary shall keep a correct recording of the proceedings of the meetings of the VAQHA and shall handle all correspondence.

Section 5 - The Treasurer, and/or person designated by the Board of Directors shall collect dues of the VAQHA. The Treasurer shall receive and disburse all funds of VAQHA. The Treasurer shall keep a ledger accurately recording all deposits and disbursements and a written report shall be prepared quarterly and delivered to the President and all members of the board of directors.

Section 6- Any vacancy on the Board of Directors may be filled by appointment by the VAQHA President. At the next annual election, the members shall elect a new officer to replace the officer selected by the President to fill the vacancy.

Article V - Year End Awards

Section 1- To qualify for VAQHA year-end awards, points will be accumulated on a one horse, one rider basis and must meet all requirements of AQHA and VQHA.

Section 2- VAQHA will sponsor specific year end awards for the Amateur, Novice Amateur, Rookie Amateur and Select Amateur divisions. The specific awards are listed below:

1. Third and fourth place class awards

2. Third and fourth place All-Around awards

Current year revenue is the basis for the current year awards. Current year revenue can be supplemented with reserve funds of up to \$500 annually.

Article VI - Amateur Sportsmanship of the Year

Section 1 - The VAQHA Amateur Sportsman of the Year award will be presented to the amateur who has displayed outstanding characteristics of good sportsmanship. The recipient of this award shall be nominated by a VAQHA member and selected by the VAQHA Board. The award is perpetual and shall be presented to the new recipient at the annual awards banquet by the VAQHA Board. An additional plaque of honor will be given to the new recipient for keeping.

Article VII - Changes to the bylaws

Section 1- Changes to the bylaws can be made by a majority vote of the general membership present at the annual meeting. A quorum shall constitute 10% of voting members as of 30 days prior to the meeting. Changes to the bylaws approved and voted on by the membership are effective immediately.

Section 2 – Proposed bylaw changes and the rationale for the change(s) are to be published to the membership via email by the VAQHA Board at least 30 days ahead of the meeting in which the proposed changes will be voted. Notification of the date/place of the meeting in which the proposed changes will be voted and the location of the proposed bylaws will be sent to the webmaster for posting on the VQHA website at the same time; members may request proposed changes to be mailed to them via USPS mail. Members will be allowed to submit feedback/questions on the proposed changes for consideration. Final proposed language will be made available to members 7 days in advance of the called meeting.

Section 3 – Typographical and grammatical errors may be corrected at any time with approval of the Board of Directors.

February 2023

CHANGE LOG:

CHANGE	MADE BY/DATE	APPROVAL
<p>Updated language in Article VI</p> <p>– changed from previous year’s awardee naming the winner to nominations submitted to VAQHA Board and Board determining winner</p> <p>- changed from previous year winner presenting the award to VAQHA Board announcing the winner</p>	<p><<Changes discussed at 2022 membership meeting were based on a 2/16 version of the bylaws. Subsequent to meeting a 3/17 version was identified. Beth Smith compared 3/17 version to 2/16 version to identify changes made – this change is the only substantive change between the two versions>></p>	<p><<assume this was voted on by membership at the 2017 annual meeting since the new version has a 3/17 date>></p>
<p>Changes voted on in January 2022 membership meeting:</p> <p>I.3: added language regarding Robert’s Rules of Order</p> <p>II.4: expanded methods by which membership applications can be submitted</p> <p>II.5: membership becomes effective upon receipt hardcopy or electronically</p> <p>III.2: regarding frequency of membership and Board meetings <<new section added in total>></p> <p>III.2 renumbered to III.3: allows electronic voting, proxy/absentee ballots allowed on a case by case basis except when write ins allowed</p> <p>VII.1: changes to bylaws approved by membership to become effective immediately</p> <p>VII.2: new section requiring posting of proposed changes to bylaws 30 days in advance of vote with guidelines on how proposed changes are to be communicated; allowance for members to submit changes/questions with final language to be voted on ahead of meeting</p>	<p>Changes made by Beth Smith, temporary secretary for annual meeting. Document with tracked changes included as a part of the Membership Meeting minutes.</p>	<p>Changes voted on during the 2022 Annual VAQHA Membership meeting</p> <p>1/29/22, Fort Magruder Conference Center, Williamsburg VA</p>
<p>Changes voted in the 2023 annual membership meeting</p> <p>Article II, Section 4, Section 5. Modified to align with VQHA bylaws, new memberships payable when application submitted. Renewals due 12/31 but allows a grace period to March 1.</p> <p>Article III, Section 2. Removed language requiring the same number of membership meetings as Board meetings</p> <p>Article III, Section 3. Clarifies officer elections on alternating years, that members of the Nominating</p>	<p>Notice of proposed changes provided to members on timeline provided for in Bylaws. Changes made by Beth Smith, VP.</p>	<p>Changes voted on during the 2023 Annual VAQHA Membership meeting</p> <p>2/4/23, Fort Magruder Conference Center, Williamsburg VA</p>

<p>Committee cannot run for an office while serving, when notice is to be given to members, elections become official once completed.</p> <p>Article IV, Section 1. Clarifies which offices are elected in which years.</p> <p>Article V, Section 2. First Year Amateur Performance Awards deleted as the award has not been given since the rookie division was established.</p> <p>Article VII, Section 3. Allows correction of typos with approval of Board.</p>		