

Western States Cutting Horse Association Policy Manual

Article I. Establishing Official Policies

Section 1.01 The Board of Directors (Board) is the only body authorized to establish Western States Cutting Horse Association (WSCHA) policy and positions. Policy, positions and goals are determined by a majority vote of the Board.

Article II. Parliamentary Authority

Section 2.01 The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the WSCHA in all cases to which they are applicable and in which they are not inconsistent with the bylaws.

Article III. Conducting Board Business

Section 3.01 Meeting of the Board may be conducted in person, by telephone conference, by internet conference, or any combination thereof.

Section 3.02 Minutes will be recorded at each meeting where a quorum has been established. Quorum requirements for an email meeting are the same as those for a called meeting (5 directors). Email meeting communications must be to the entire Board. For the purposes of a quorum, attendees of an email meeting will be established by those who send or reply to the entire Board for a given email subject line or string. Results of email meetings will be captured by the secretary, and then reflected in the minutes of the next called Board meeting.

Section 3.03 Directors must be prepared to respond to a called meeting on 10 day notice. Directors shall make every attempt to be in positive contact by telephone, facsimile or email. Phone is the preferred method of contact.

Section 3.04 As an affiliate of the National Cutting Horse Association (NCHA), WSCHA is bound by the rules of the NCHA.

Section 3.05 Producers who wish to have their affiliate shows approved must submit a written application before approval can be made. BOD 12-14-10

Section 3.06 Any director, beginning with the terms completing in 2011, will receive an embroidered jacket at the completion of their first 3-year term as thank you for there service. Only one jacket per person, no matter how many terms served. BOD 12-14-10

Section 3.07 Area 5 NCHA Weekend earnings will always count towards our members' standings no matter which affiliate is hosting event. BOD 01-12-11

Article IV. Communication

Section 4.01 Only the President or his/her designee may release official positions or make official statements representing WSCHA policy or opinions.

Section 4.02 Board members may not publicly express their personal opinions as WSCHA positions unless it is consistent with approved WSCHA policy.

Article V. Cost Reimbursements

Section 5.01 Directors and members of WSCHA may be reimbursed for specific expenditures incurred on WSCHA behalf, provided that the following conditions are met:

- (a) The WSCHA President must authorize a given expenditure in advance; however, the Board may allow an expense when this condition is not met.**
- (b) All receipts must be maintained and turned over to the Treasurer when the reimbursement is requested.**
- (c) Receipts should be submitted within 30 days of the expenditure, however, circumstances may allow this time to be exceeded.**

Article VI. WSCHA Membership

Section 6.01 The Secretary will maintain a list of member information, membership status, and the amount and date that each member paid in a computer file. This file is confidential and may only be released at the direction of the Board.

Section 6.02 Those who are paid members of WSCHA as of September 1 of the year will be recognized as constituting the membership for that year. This list of members will be recognized as eligible voters, and will be used to establish what constitutes a quorum at the annual general membership meeting.

Section 6.03 A member must have shown or had their horse shown at a minimum of 50% of the WSCHA Produced shows (irrespective of the classes shown) to qualify for year end awards. (This 50% requirement does NOT apply to the Youth Rider Scholarships).

Section 6.04 A single lifetime WSCHA membership will be awarded to each Hall of Fame inductee. The current list of Single lifetime WSCHA

memberships is as follows: James Autry, Lloyd Peterman, Reed Timothy, Jim Holmes, Jack Rydberg, Dale Mikelson, Veryl Moser, George Lamb, Stanley Glover, Joann Wagner, Larry Snider. Honorary single lifetime WSCHA memberships have been awarded to Larry Vance & Steve James.

Article VII. Tie Breakers

Section 7.01 If it is necessary for a tie to be broken to resolve Tenth place year end standings for a given class, the tie will be resolved by the flipping of a coin by the current President of WSCHA.

Article VIII. Conflict of Interest

Section 8.01 Board members and staff members in decision-making roles should make known their connections with groups doing business with the organization. Board members who have an actual or potential conflict of interest should not participate in discussions or vote on matters affecting transactions between the organization and the other group.

Article IX. Disillusionment

Section 9.01 This association shall be dissolved after a 2/3 vote of the membership present at a specially called meeting with disillusionment as the sole agenda item. Proper 10 day written notification must be given.

Section 9.02 On the dissolution of the association, any funds remaining shall be distributed to one or more regularly organized and qualified charitable, educational, or philanthropic organizations to be selected by the Board.

Revised 1-12-11