

# **Alberta Youth Quarter Horse Association**

Policies [2018]

Revised [2019]

## ***ARTICLE I. NAME AND PURPOSE***

**Section 1:** The name of this association shall be the Alberta Youth Quarter Horse Association, herein after referred to as “AYQHA” or the “Association”. This organization shall be a division of the Quarter Horse Association of Alberta (QHAA).

**Section 2:** The objectives and the purpose of the Alberta Youth Quarter Horse Association hereafter referred to as the AYQHA shall be as follows:

- a) To improve and promote the American Quarter Horse Breed.
- b) To improve and develop the capabilities of youth, both individually and through group participation of young horsemen and women.
- c) To develop and improve scholarships, leadership and community interest and participation of young horsemen and women.
- d) To encourage high moral character, sportsmanship and clean living among all members.
- e) To establish a means whereby youth members may work in conjunction with the QHAA and AYQHA.

## ***ARTICLE II. MEMBERSHIP***

### **Section 1: Voting Member**

Any Alberta youth, 18 years of age and under as of January 1st of the current year, who is actively interested in horses is eligible to become a voting member. In order to exercise voting privileges the member must have a paid membership in the AYQHA.

### **Section 2: Voting Privileges**

Members shall have the privilege of voting at AYQHA meetings and elections provided, that no such member be delinquent by reason of non-payment of dues or suspended membership privileges. Members shall not be entitled to vote while such delinquency continues.

### **Section 3: Member in Good Standing**

A member in good standing is a member who is not in arrears in any fees, or assessments levied by this Association, or who has not been suspended by AQHA. A member in good standing will also be actively involved with the AYQHA board and/or actively seeking fundraising money through fundraising activities on participation days and/or sponsorship. Each Youth must participate in 2 fundraising events during the calendar year. Check out Section 13 in Regards to Participation requirements to be in Good Standing.

## **Section 4: Duties of Officers**

### **A. President**

The President shall be the chief executive officer of the association and shall have general supervision of the affairs and shall preside at all the meetings for the membership. The President shall appoint committees of the association subject to the approval of the directors and other officers. The President shall make sure there is a report that goes to every adult board meeting.

### **B. Vice-President**

The Vice-President shall in the absence, disability, or inability of the President, perform the duties and exercise the powers of the President and shall perform such other duties as the President from time to time as required.

### **C. Secretary**

The Secretary shall attend all meetings of the members and shall record or cause to be recorded, all votes taken and the proceedings in a minute book of the association to be kept for that purpose. The minutes should be placed on the website (AYQHA and/or QHAA) for all to read. The Secretary shall have the principal responsibility to give notice for all meetings by direct mail or email.

### **D. Treasurer**

The AYQHA Treasurer position will be under an Adult Financial Coordinator approved by the QHAA. The Treasurer shall make an annual report to the membership and at meetings throughout the year as may be requested. The Treasurer will also be responsible to collect dues at shows or other events and see that they are sent to the Adult Financial Coordinator in a timely manner. An independent person shall review the treasurer's books each year after the annual meeting.

### **E. Adult Financial Coordinator**

The Adult Financial Coordinator shall be the Treasurer's Parent or Guardian and will share all financial responsibilities and signing authority with the Youth Treasurer. The Adult Financial Coordinator will assist with and is ultimately responsible for the maintenance of the AYQHA financial records and banking account transactions. The Adult Financial Coordinator will place their name and that of the current Youth Treasurer's name on the banking account at the AYQHA appointed banking institution. The Adult Financial Coordinator will submit and/or assist with the financial reports for meetings and will collect and/or assist with money from memberships and other fundraising events. The Adult Financial Coordinator will have the ultimate responsibility of accurately accounting for all receipts and disbursements in books belonging to the association as shall be necessary. The Adult Financial Coordinator will make deposits of all monies and other valuable effects in the name and to the credit of the AYQHA and shall render to the President the financial condition of the association.

## **F. Reporter**

The Reporter shall be responsible to report events of the AYQHA on the assigned internet whether it is the QHAA site or the AYQHA site. The Reporter should maintain a scrapbook of the year's events and should supply pictures taken by them or taken by others of AYQHA events.

## **Important Note**

Parents whose youth are elected as officials are asked to support and make sure that their youth's job is fulfilled. It is important that the youth be encouraged to do the jobs requested as independently as possible. At no point, should the parent take over the youth's job, as we are to teach our youth how to do these jobs so that they are able to handle similar responsibilities later in life. This is in keeping with the objectives and purpose of the AYQHA.

## ***ARTICLE III. ADVISORS***

### **Section 1: Selecting the Youth Advisor**

The members of the AYQHA shall select a Youth Advisor at the Annual General Meeting (AGM). This should be voted on at the same meeting by the AYQHA members just like any other position of the board.

### **Section 2: Youth Advisor Responsibilities**

The Youth Advisor will be responsible for serving as a consultant to the AYQHA. The elected AYQHA members shall run the meeting with the Youth Advisor providing guidance and assistance where deemed necessary. It is imperative that the Youth Advisor works closely with the QHAA Board making sure that AYQHA reports are submitted whenever there are meetings.

Additionally, The Youth Advisor is responsible for the submission of all necessary AQHA documentation required to maintain AQHA Youth Assn affiliate status.

Also, The Youth Advisor is responsible for all entries and stalls for AQHYA World Show.

### **Section 3: AYQHA Advisory Board**

The AYQHA Advisory Board shall consist of the following persons:

- 1) The Youth Advisor
- 2) A Non-Conflicting Officer of the AYQHA Board (starting with the President)
- 3) A Member of the QHAA Board with NO associated AYQHA connections or affiliations.

## ***ARTICLE IV. World Show***

### **Section 1: AQHYA World Championship Show Eligibility**

All AYQHA members in good standing, hold a premium membership and who reside within the Province of Alberta are eligible to qualify for American Quarter Horse Youth Association World Championship Show held annually (usually in August) in Oklahoma City, OK.

### **Section 2: Qualification Period**

All AYQHA approved shows beginning June 1st of the previous year through to and including May 31st of the current year is the time period in which the points are tabulated to qualify provincially for this show. Due to the level of competition and size of this show, it is suggested that youth wishing to go to the AQHYA World Show go to watch as a spectator prior to participating.

### **Section 3: Qualifying Points**

Points earned in the best 75% of the total QHAA approved classes that the youth showed in, will count towards provincially qualifying for the AQHYA World Show. Qualifying points will be compiled from the time the qualification period begins, provided membership information and a Letter of Intent to qualify is received by AYQHA by March 31 of the current year the member wishes to qualify.

### **Section 4: Qualifying Horses**

Qualifying points will be compiled on a one-youth/one-horse basis. A youth may qualify more than one horse in individual work events such as reining, roping, trail, working hunter, etc.

### **Section 5: AYQHA Qualifying Riders**

AYQHA will allow and send only four (4) youth qualifiers per event. This does not include those who qualify nationally through the AQHA qualifying system.

### **Section 6: Qualifying Procedures**

All AYQHA members wishing to be considered for the team must send a Letter of Intent to the Youth Advisor by March 31 of the same year as the youth member intends to exhibit at the AQHYA World Show. If the top four (4) point earners do not wish to attend, then the next top point earner will be invited until four (4) qualifiers have been secured. In the event of a tie of the points for the top four (4) point earners, then the applicants who are tied will each submit a resume to the Youth Advisor outlining their personal details such as past show history, AYQHA involvement, age, etc. and the Advisor Board (See Section 9), will review the resumes and make the final decision as to who will represent the AYQHA at the AQHYA World Show.

In addition to the Letter of Intent sent in by March 31, a payment of a \$150.00 deposit per class will be paid to the AYQHA. The cheque will be returned if that individual is not selected for a provincial slot. In the event that a youth decides to withdraw their application before June 15th of that year, then a penalty of \$150.00 will be imposed.

**\*\*Due to the instability of the Canadian Dollar The Youth Advisor reserves the right to increase fees as needed to cover the world show entry and stall expenses.\*\***

AYQHA may sponsor \$125.00 (Canadian Funds) per person up to four (4) provincial qualifying slots AND/OR applications for other AQHYA Youth World Show activities (e.g. Judging Team, Speaking Contests, Horse Bowl, etc.) up to a maximum of \$500.00 (Canadian Funds) total per year. Additional applications for AYQHA funding for Youth World Show activities will be considered as current funding allows. All applications for funding must be submitted by April 30th of the current show year.

### **Section 7: Petitions**

In the event that there are qualifying vacancies in a particular class or classes, then an AYQHA member in good standing may petition to the AYQHA Advisory Board (See Section 9) to exhibit in the vacant AQHYA World Show class(es). Petitions must be in writing and state the reasons why the AYQHA Advisory Board should consider the petition. Petitions must be submitted no later than May 1st to the AYQHA Board of Directors. The petition is to be reviewed and recommendations submitted to the AYQHA Advisory Board by May 15th of the year in which the member is petitioning to attend. All decisions of the AYQHA Advisory Board will be final.

### **Section 8: Financial Assistance**

Financial Assistance may be applied for through the AQHA funding program.

### **Section 9: World Youth Show Responsibility Guidelines**

The Youth Advisor is responsible for the submission of all necessary AQHA documentation required to maintain AQHA Youth Assn affiliate status. The Youth Advisor is also responsible for all entries and stalls for AQHYA World Show.

### **Section 10: Other AQHYA World Show Contests**

Any AYQHA individuals may qualify to participate in any other AQHYA World Show contests such as Horse Judging, Horse Bowl, Speech and Talent Contests, etc. Petitions to participate in these events will be on an individual basis and will require current AYQHA membership standing and a Letter of Intent to qualify received by March 31st of the year in which the member wishes to qualify.

### **Section 11: AYQHA Year End Awards Constitution**

- A. All Year End Awards will be based on one horse/rider basis.
- B. Points will start to be tabulated according to the date membership is paid, for example, dues paid in June, points earned in may will not count towards Year End Awards.
- C. To be eligible for Year End Awards all AYQHA members ***must*** be a member in good standing.
- D. The AYQHA Point System for all halter and performance classes is the same as the QHAA point system.

## **Section 12: Year End Awards**

An AYQHA member exhibiting in youth classes must be a **member in good standing** (refer to Section 3) of the AYQHA and must show in a minimum of **60%** of the eligible QHAA Approved Shows in order to qualify for year-end awards. It is the responsibility of each AYQHA member to ensure they have a point cumulating membership if they wish to be in contention for year-end prizes. For clarity, the AYQHA has two (2) types of memberships. Premium membership type is for year-end point cumulating and the other associate membership type is for those individuals who do not show or require that their points be tabulated. \*

## **Section 13: Participation Rules**

To receive participation credit you must ensure participation form is filled out and given to the youth advisor or (parent designated supervisor) at the event you are volunteering at. Forms will be on hand (and available online) at all youth events.

To receive participation credit a youth must participate in **TWO** fundraising events,

Examples of events:

- bottle drive at a show
- donating item to silent auction
- collecting sponsorships

## **Section 14: AYQHA Scholarship**

Each year the AYQHA will make available a \$500.00 scholarship which will be awarded to an AYQHA member in good standing, as chosen by the AYQHA Advisory Board from applications received. The applicant must be an Alberta resident and actively involved in AYQHA activities (especially fundraising). Applications for the scholarship must be received by the Youth Advisor no later than July 31st of the current year. Applicant must be accepted to a post-secondary school at time of application.

## **Section 15: Amendments**

Amendments may be made by a majority vote of not less than 2/3 of the AYQHA members entitled to vote as are present at the Annual General Meeting. An amendment must be presented in writing to the QHAA board for final approval.

## **ARTICLE V. Other**

### **Section 1: Selection for Other Team Tournaments**

With respect to any team tournament selection process such as the team tournament at the All American Quarter Horse Congress, which requires the aid of the AYQHA Youth Advisor, the decision of selection will be made at the sole discretion of the AYQHA Youth Advisor. Any youth intending on applying for the team tournament at the All American Quarter Horse Congress shall provide a Letter of Intent to the AYQHA Youth Advisor at least sixty (60) days prior to such show deadlines.

## **Section 2: Special Awards**

A. Sportsmanship Award. One member is selected by the general AYQHA membership by secret ballot. If they were winning or losing, these members have shown excellent sportsmanship throughout the year. This will be done at Nationals. The winner will be announced at the Year End Awards.