

**CONSTITUTION AND BY-LAWS OF THE
AMERICAN LEGION WYOMING STATE HIGH SCHOOL RODEO
ASSOCIATION, INC.**

PREAMBLE

We, the members of the American Legion Wyoming High School Rodeo Association, Inc., hereby joined together for the benefit and advancement of High School Rodeo and Junior High Rodeo in the State of Wyoming, to foster growth of High School Rodeo and Junior High Rodeo on a national level, to promote sportsmanship and a spirit of competition among Wyoming High School Rodeo participants, and to produce a Wyoming State High School Rodeo Finals and a Wyoming Junior High School Rodeo Finals annually, do ordain and establish this constitution.

CONSTITUTION

Article I

Name

Section I- NAME: The name of the organization shall be the American Legion Wyoming State High School Rodeo Association, Inc.; hereafter referred to as "The Association"

Article II

Principles

Section I- PURPOSE: The purpose of The Association shall be:

- A. To produce a state championship high school rodeo in the State of Wyoming annually for the purpose of qualifying winners in each event to participate in the National High School Rodeo Association finals.
- B. To produce a state championship junior high rodeo in the State of Wyoming annually for the purpose of qualifying winners in each event to participate in the National Junior High Rodeo Finals.
- C. To select a working staff to assist in the production of said rodeo.
- D. To encourage membership and participation in the Wyoming High School Rodeo Association by those interested and eligible to belong.
- E. To promote sportsmanship, character, citizenship and a spirit of competition among Wyoming High School Rodeo Association participants.

- F. To promote the great sport of high school and junior high rodeo on all levels of competition.
- G. To assist the Wyoming High School Rodeo Association in becoming a stronger and more meaningful organization.
- H. To follow all rules, constitution and by-laws as set down and duly adopted by the national High School Rodeo Association.
- I. To consider all valid suggestions made by a proper representative, the American Legion, Department of Wyoming.

Section II- **OBJECT AND DUTIES:** The object of The Association will be to make all plans and arrangements for the sponsorship of a State High School Rodeo Finals and a State Junior High Rodeo Finals, each to be held at a time and at a place so designated by The Association. The Association shall have the power to determine the scope of the finals rodeos within the rules and regulations set down by the National High School Rodeo Association.

It shall be the duty of The Association to nominate from its' membership following the State High School Rodeo Finals, a National Director for the National High School Rodeo Association, and each five years thereafter, and submit his/her qualifications for nomination to the National High School Rodeo Association for approval. National Directors may succeed themselves.

It shall be the duty of The Association to select from its' membership two members to represent the State of Wyoming as adult delegates to the annual national meeting, and for them to perform such duties as are required by the national president in accordance with the rules, constitution and by-laws of the National Association.

It shall be the duty of The Association to elect from its' membership one member to act as team coach, to assist the National Director in the responsibility of team activities and in any other way assist the National Director at the National High School Rodeo Finals.

It shall be the duty of The Association to review annually, a policy and procedure manual governing items such as, but not limited to, the point system, the central entry office, elections, etc .

Article III

Membership

Section I- **THE ASSOCIATION:** For all decisions The Association Board will consist of the following voting directors: between twelve and fifteen (12-15; a minimum of 12 and a maximum of 15) adult directors, student event directors (one per sanctioned event), three (3) student officers, the National Director, and a representative of the American Legion, Department of Wyoming.

A. ADULT REPRESENTATIVES:

1. Adult Directors will be elected to a term of up to four years, length to be designated by applicant. Elections shall take place prior to the annual meeting following the State Finals by sealed ballot. Those eligible to vote for adult directors shall be the current adult directors, current student event directors, current student officers, American Legion representative and the National Director.
2. Each adult director shall have one vote on all matters brought before The Association at all regular, special or executive meetings. No proxies will be accepted.
3. In as much as possible, board members will be Legionnaires or Auxiliary members.
4. If an adult member of The Association Board misses three meetings they will be dropped from The Association Board. They will be re-nominated and voted upon by the board at the next meeting and maybe re-instated or replaced with another person.
5. Terms shall begin the first day after the State Finals championship Rodeo and shall end on the last day of the applicable year succeeding State Finals Championship Rodeo.
6. Any adult member may be removed from their position by a 2/3 vote of The Association Board.
7. If the board does not receive enough applicants to fill vacant positions, the board shall have the option of re-electing a retiring board member that did not reapply, for any length of time up to four years.

B. THE AMERICAN LEGION REPRESENTATIVES: The American Legion, Department of Wyoming, will be represented by the American Legion Department Commander, the American Legion Department Adjutant and any American Legion Department appointee(s).

1. The Legion Department Representative will have one vote collectively at regular, special or executive meetings. No proxies will be accepted.

C. STUDENT REPRESENTATIVES:

1. STUDENT EVENT DIRECTORS: The Student Event Directors of the Wyoming High School Rodeo will represent the student members from their respective events.

- a. Student Event Directors will be elected for a one (1) year term at the State Finals by the contestants in their respective events. The current reigning queen shall serve as the student event director for the queen event. Student Event Directors are required to attend all Board meetings.
- b. Each event director will have one vote on matters brought before The Association except on matters of student disqualifications or conflicts. No proxy votes will be accepted.

- c. Terms shall begin the first day after the State Finals Championship Rodeo and shall end on the last day of the succeeding State Finals Championship Rodeo.
- d. If a student director misses three meetings they will be dropped from The Association Board. They will be re-nominated and voted upon by the board at the next meeting and maybe re-instated or replaced with another person.
- e. Any student representative may be removed from their position by a 2/3 vote of The Association Board.

B. STUDENT OFFICERS: The Student Officers of the Wyoming High School Rodeo will represent all student members.

- a. The Student Officers shall include; Student President, Student Vice-President and Student Secretary/Treasurer and shall be elected by all contestants at the State Finals and shall each have one vote on all matters brought before The Association Board at all regular, special or executive meetings EXCEPT on matters regarding student disqualifications or conflicts. No proxy vote will be accepted.
- b. DUTIES:
 - 1. Student President: Shall preside over all student meetings, make a report to The Association Board at all meetings and act as ex-officio member of all committees.
 - 2. Student Vice-President-Shall assume the duties of the Student President should the Student President resign or for any other reason be unable to complete his/her obligation and to assist in any way the President may direct.
 - 3. Student Secretary/Treasurer-Shall record the minutes of all student meetings and oversee the funds in the Student Account.

D. NATIONAL DIRECTOR: The nominee for the position of the National Director shall be submitted by The Association per the policy and procedure manual.

- 1. The initial term will be 2 years of probation, followed by a 5 year term.
- 2. The term shall start following approval of the National High School Rodeo Association's annual meeting.
- 3. The board may by 2/3 vote recommend to the National High School Rodeo Association to replace the National Director.
- 4. The National Director, with approval of the Committee may appoint a Junior High National Director who shall have the same authority within the Junior High Division as outlined in the duties of the National Director in the NHSRA Rulebook.

Section IV- RENUMERATION: All of The Association adult members, American Legion representatives, and student representatives will serve without remuneration.

Article IV

Officers

Section I- Officers of The Association shall consist of the Chairman, Vice-Chairman, Secretary and Treasurer.

Section II- Officers shall be elected by the majority of The Association present at the annual meeting, and shall serve for a period of one year. *The office of Secretary and/or Treasurer may be held by an individual/s hired and/or appointed by the board and shall have no vote.* They may succeed themselves in office. Officers shall be elected from The Association, or from the staff provided they have served at least one continuous year on the staff.

Article V

Duties of the Officers

Section 1- DUTIES: The duties of the officers shall be:

- A. Chairman: It shall be the duty of the chairman to preside over all meetings, enforce a rigid observation of the Constitution and By-laws of The Association, appoint committees, call regular and special meetings, in conjunction with the treasurer of The Association, make requisitions upon the treasury, supervise all championship rodeo and committee functions, and shall sign or co-sign all official documents in the name of The Association. He will be the coordinator between the American Legion Commander and The Association, and will make an annual report to the American Legion, and special reports as requested.
- B. Vice-Chairman: It shall be the duty of the Vice-Chairman to assume the duties of the chairman should the chairman resign, or for any other reason, he may be unable to complete his obligation; to act as ex-officio member of all committees, and to assist in any way the chairman may direct.
- C. Secretary: The secretary will record the minutes of all meetings and distribute minutes; give written notice of all meetings; be responsible for The Association records and be responsible for all correspondence. The secretary will work with the National Director to complete any necessary correspondence to the National Office regarding national entries.
- D. Treasurer: The treasurer will be responsible for the collection, distribution and accounting for all funds of The Association, shall prepare all checks *for the signature(s)-as directed by* The Association; will open and maintain an account in the name of The Association as directed by The Association; and will make an annual financial report to the Association, and at any other time as requested by The Association and/or Chairman. It will also be the duty of the Treasurer to oversee the student funds.

Article VI

Organization

Section I- **ORGANIZATIONAL YEAR:** The organizational year will start at the end of activities at the Wyoming State High School Rodeo Finals and will continue until the close of activities of the next regularly scheduled rodeo finals.

Section II- **ANNUAL MEETING:** The annual meeting will be held within two weeks following the close of activities of the State High School Rodeo Finals at a time and place designated by the Chairman.

A. At the annual meeting, The Association will:

1. Reorganize the board.
2. Fill all vacancies.
3. Review a tentative financial report.
4. Select site and date of next state finals rodeo.
5. Select a representative to the annual national meeting.
6. Select a team coach/chaperone, and other chaperones.
7. Transact other business that may be properly presented to The Association.

Section III- **REGULAR MEETINGS:** A regular meeting shall be held quarterly at a time and place designated by the Chairman. At regular meetings, The Association Board will transact such business as may be properly presented.

Section IV- **SPECIAL MEETINGS:** Special meetings shall be called by the Chairman as he deems necessary. Notices shall be sent to all members of The Association Board prior to any meeting.

Section V- **EXECUTIVE MEETINGS:** An executive meeting consisting of The Association Board members will precede the annual meeting, regular meetings and special meetings.

Article VII

Staff

Section I- Each year, a staff will be selected to help produce the State High School Rodeo Finals. They will be approved by majority vote of The Association. Staff members may succeed themselves. The staff shall aid and assist in working with the Association as requested by The Association.

Article VIII

Quorum

Section I- A quorum shall consist of 51% of the adult directors and student directors of The Association Board meeting in any annual meeting, regular meeting, special meeting or executive meeting. The association does allow the board to vote via mail, e-mail or teleconference.

Article IX

Junior High Division

Section I- There may be a Wyoming Junior High Division committee who shall be appointed by the Chairman with the approval of the board. This committee if appointed shall be a standing committee of the WHSRA and shall be responsible for overseeing the activities and rodeos for the Wyoming Junior High Division, including but not limited to setting dues and/or fees, establishing ground rules and a point system. This committee will work under jurisdiction of the National Director and the WHSRA Board of Directors (who ultimately is responsible for the Wyoming Junior High Division). A Wyoming Junior High National Director may be appointed by the Wyoming High school Rodeo Association national Director and if so appointed shall be a voting member of this Committee. A secretary may be appointed by the board to work under the direction of the National Director(s). The Wyoming Junior High Secretary, if appointed, shall be responsible for the Wyoming Junior High Division records, correspondence, and any other duties as directed by the Association, the Wyoming Junior High National Director or the Wyoming High School National Director.

Article X

Amendments

Section I- **PROCESS TO AMEND:** This constitution and by-laws may be amended at any regular or special meeting of The Association Board by two-thirds affirmative vote of The Association Board; provided that each member has been notified of the proposed change, in writing at last known address, at least 30 days prior to the voting date.

BY-LAWS

- Par I- In all questions of parliamentary procedure, Robert's Rules of Order shall be the Final authority.
- Par II- Sub-committee chairman will be appointed by the chairman of The Association.
- Par III- At all Association activities, members will conduct themselves in a manner which exemplifies the best interest of High School Rodeo and the American Legion.
- Par IV- In all questions of state high school and junior high rodeo production, rules, regulations and student membership activities, the rules and constitution and by-laws of the National High School Rodeo Association will prevail.

Approved November 2, 2014.

John Thurston - Chairman
American Legion Wyoming High School Rodeo Association, Inc.