

KQHYA Book Of Policies

Policy Number 1

Subject: Policy on Policies

1. A Policy is any motion, passed by the majority of the membership at the KQHYA regular or special meeting, whose duration is intended to continue for more than one occurrence.
2. The Board of Directors may by majority vote to establish a temporary policy which will automatically be brought before the membership for approval at the next membership meeting.
3. A policy handbook shall be maintained by the Youth Director and reviewed annually by the KQHYA officers, directors and Youth Activities Committee. The secretary shall forward the minutes of all meetings to the Youth Director for publication on the KQHYA website. Copies of the handbook shall be available to all members via the KQHYA website.

Date Approved: 11-29-1974

Date Amended: 11-27-1976

Date Amended: 01-18-2003

Date Amended: 01-21-2017

Policy Number 2

Subject: Money and Banking

1. All income to be received and all expenses paid by the Director of Youth Activities, except for yearly dues, which are paid to the KQHA office. The Youth Director may, on a temporary basis, transfer part or all these functions to the KQHA Executive Secretary or any member of the Youth Activities Committee. The accountability of all funds and responsibility of the payment of all bills remain with the Youth Director. If for some reason the Youth Director cannot be accountable for the funds and payment of the bills, then the president of KQHA shall appoint another member of the Youth Activities Committee to be the accountable and responsible person.
2. The Director of Youth Activities shall select the bank to handle all KQHYA funds. The checkbook is to always be under the control of the Director of Youth Activities. Authorized signatures for the KQHYA account are the Youth Director and/or his/her appointee.
3. All expenditures are to have prior approval by the Director of Youth Activities. The Director of Youth Activities shall approve only expenditures that fall into the following categories:
 - a. Activities budgeted for or approved by the Board of Directors or the membership of KQHYA. Such expenditures are to appear fiscally reasonable.
 - b. Such operating expenditures that seem reasonable in conducting the business of KQHYA.
4. Approval of an expenditure from the Director of Youth Activities can either be verbal or in writing.
5. All bills payable are to be forwarded to the Director of Youth Activities promptly. Receipts shall accompany statements for reimbursement of bills paid by members or parents within 60 days of purchase.

6. An audit of the books of KQHYA, if deemed necessary, shall be at a time and by such person or persons as directed by the President of KQHA.

Date Approved: 04-05-1975

Date Amended: 01-18-2003

Dated Amended 03-15-2013

Policy Number 3

Subject: Board Meeting Expenses

The expense of a meeting room used for KQHYA Board of Directors meeting will be paid by KQHYA with prior approval by the Director of Youth Activities. Meal expenses will be the individual's responsibility unless notified by Director of Youth Activities.

Date Approved: 12-30-1975

Date Amended: 01-18-2003

Policy Number 4

Subject: Selection of the Kansas Team for the AQHYA World Championship Show.

The qualifying system will be voted upon by those KQHYA members present at the annual meeting. Whatever policy is chosen will remain intact and in force until further notice.

1. Points will be awarded according to the following schedule: First place will receive 1 point for every horse in the class including themselves—MAXIMUM of 50 points Second place will receive one less point than first place Third place will receive one less point than second place and so on.
2. Example: 20 horses in class:
3. 1st=20pts, 2nd=19pts, 3rd=18pts, 4th=17pts, 5th=16pts, 6th=15pts, 7th=14pts, 8th=13pts, 9th=12pts, 10th=10pts
4. Example: 6 horses in class:
5. 1st=6pts, 2nd=5pts, 3rd=4pts, 4th=3pts, 5th=2pts, 6th=1pt
6. The current accounting process for World Show team selection will be detailed in the KQHYA Qualifying System document, to be posted on the KQHYA website. This includes the number of shows and judges required as a minimum.
7. All-Novice shows, and youth/amateur only shows will be excluded from the qualifying process.
8. In the case of a tie, the youth with the most 1st place placings in that class will fill the position. If there is still a tie, then the oldest youth will fill the position. Alternates will be selected from the existing qualified team members by the Youth Director.
9. A running tabulation of each youth's points will be kept and posted on the KQHYA website and at the start of each qualifying weekend if they are available from the points keeper. The Youth Director will handle the tabulations.
10. Selection is limited to KQHYA members who are legal Kansas residents in accordance with KQHYA Policy #5, sections 2 and 3, or who have completed a hardship application according to AQHA rules. Youth must be a member in good standing, and must have paid the current

years' dues on or before the date of the first qualifying show. No points will be accumulated until dues are paid.

11. Any situation not covered in the KQHYA Policies will be administered According to the current years' official handbook of the American Quarter Horse Association.

Date Approved: 12-03-1983

Date Amended: 01-18-2003

Date Amended: 07-31-2008

Date Amended 03-15-2013

Date Amended 01-21-2017

Policy Number 5

Subject: Eligibility for membership in KQHYA

1. Any youth may become a member of KQHYA by sending membership dues to the office listed in the newsletter or on the website.
2. Officers and Board of Director members however are limited to Kansas residents only. A youth is a Kansas resident if his parents or guardians reside in and are registered to vote in the state of Kansas.
3. Residents' eligibility to participate on the KQHYA YWS and Congress teams shall be governed by Policy Number 5, Rule 2 and/or by current AQHYA eligibility rules.

Date Approved: 12-18-1982

Date Amended: 01-18-2003

Policy Number 6

Subject: Youth Sportsmanship and Citizenship Award Program

1. Youth and adults holding a KQHA membership in good standing may nominate KQHYA members in good standing for the Sportsmanship Award. Nominations are due to the youth advisor one week prior to the annual meeting.
2. When nominating a youth for this award, nominators should consider the following:
 - a. Consistently shows respect to fellow competitors, show officials and adults as well as their horse(s).
 - b. Encourages other members to do their best before, during and after competition.
 - c. Wins with character and loses with dignity.
 - d. Acts with integrity in all situations.
 - e. Willingly responds to volunteer when asked/needed at shows and other events.
3. KQHYA members will vote for the award during their annual meeting.
4. At the annual awards banquet the President of KQHA will call upon the youth advisor to disclose the name of the winner and present the award. The award will be sponsored by KQHA and procured by the Awards Committee.

Date Approved: 12-30-1975

Date Amended: 01-18-2003

Date Amended: 01-23-2022

Policy Number 7**Subject: Selection of the All-American Quarter Horse Congress Youth Team**

1. Each state is allowed to send two members per class to the National Youth Activity Team Tournament at the All-American Quarter Horse Congress in Columbus, Ohio. These classes are Showmanship, Horsemanship, Western Pleasure, Hunter Under Saddle, Hunt Seat Equitation, Reining, & Barrel Racing.
2. The Kansas Congress team shall be selected from the points earned at the same circuit shows as the AQHYA YWS team is selected. In addition, any youth that has received a national invitation for the AQHYA YWS, that year, shall have first opportunity to attend the Congress in that event. Should more than two youth be eligible, the two oldest would qualify. Then the youth with the most 1st place placements in that class will fill the position. If there is still a tie, then the oldest youth will fill the position.
3. The Kansas Congress team will be selected from the youth who have met the requirements for the YWS/Congress teams.

Date Approved: 12-18-1983

Date Amended: 01-18-2003

Date Amended 03-15-2013

Policy Number 8**Subject: Use of Youth Spotlight in the KQHA Magazine**

Abolished: 01-18-2003

Policy Number 9

Subject: KQHYA Year End Awards

1. KQHYA Year End Awards for each class will be based on Kansas points as outlined by the "KQHA Show Rules".
2. First through sixth place awards will be provided for the youths with the most points in each class including all-around. Points are to be earned on a one horse one youth basis.
3. Eligible classes will be determined according to KQHA's current policy.

Date Approved: 12-27-1976

Date Amended: 03-29-1980

Date Amended: 01-18-2003

Date Amended: 01-19-2008

Date Amended 03-15-2013

Date Amended 01-20-2018