



Virginia Walking Horse Association

P. O. Box 342
Dayton, VA 22812

By-Laws

I. Organization

- A. The Association shall be a non-profit organization known as the Virginia Walking Horse Association. The Association shall be composed of individual, youth and family memberships. General membership meetings shall be held at least quarterly but may be held more frequently if called by the President or the Board of Directors. Boards of Director's meetings shall be held at least monthly or more frequently if called by the President.
- B. The Association shall have the following officers to be elected in December and take office at a general membership meeting during the month of January. In order to run for an officer position, members must be in good standing and membership must have been registered before March 1 of the election year. Election shall be by simple voting by the majority of members present. Term of office shall be one year unless otherwise noted. Replacement of officers who vacate elected positions before the expiration of the term of that office or who are unwilling or unable to fulfill the requirements of their office(s), may be accomplished in one or two ways at the discretion of the President: (1) at a Board of Directors meeting by simple majority vote of the Board members present or (2) at a general membership meeting by simple majority vote of the members present. Absentee ballots will be accepted only if notarized, numbered and post-marked seven (7) days prior to election. It will be noted on absentee ballots that nominations from the floor and write-ins are excluded.
 1. President: The President shall act as the official representative of the Association; preside over the Association meetings and conduct these meeting in accordance with the Robert's Rules of Order; conduct all business as directed by the Association's membership and Board of Directors and may at his/her discretion conduct business which must be completed before a scheduled membership or Board of Directors meeting; and appoint such committees as he/she deems necessary.
 2. Vice-President: The Vice-President shall assume the duties of the President in the event of her/her absence; automatically succeed to the

Presidency and complete the term in the event the President cannot fulfill his/her obligation.

3. Secretary: The Secretary shall accomplish all correspondence as directed by the President, Vice-President, Board of Directors, or approved by the membership in general meetings; provide copies of all official correspondence for inclusion in the official records; establish and maintain a list of names and addresses of members in good standing; establish and maintain a list of names, addresses, and phone numbers of members of the Board of Directors; provide to each new member a copy of the current list of members of the Board of Directors and a copy of the current by-laws; promptly provide each member in good standing with a list of affiliated show dates. The Secretary shall record all business transacted at membership and Board of Directors meetings; provide an agenda, as directed by the President, of items of business to be conducted at membership or Board of Directors meetings; provide an agenda, as directed by the President, of items of business to be conducted at membership or Board of directors meetings; distribute copies of the minutes of the previous membership meeting to the elected officers and have copies of these minutes available for the membership; maintain official correspondence, all minutes of previous membership and Board of Director meetings, current membership and Board of Director lists, official year-end point results and current records. Current records shall include all items still unresolved by the membership or Board of directors and all data from the current fiscal year.
4. Treasurer: The Treasurer shall maintain all official financial records of the Association; write checks as directed by the membership in general membership meetings; the President and/or the Board of Directors; file all appropriate forms and returns with the U.S. Internal Revenue Service and the Virginia Department of Revenue; said record transfer shall be completed after all required tax reports have been filed but in no case later than May first of each year; make available all necessary materials for an independent audit to be conducted yearly by an audit committee consisting of three members elected by the membership at the annual election.
5. Board of Directors: The Board of Directors shall consist of the President, Vice-President, Secretary, Treasurer, the out-going President, and six members-at-large elected from and by the Association membership. Terms of service on the Board of Directors shall be for one year for all Association Officers. Members-at-large shall serve two year terms. If a Board member misses two consecutive scheduled Board meetings, with the exception of immediate family death or emergency medical illness, the Board will consider the reason for absence and will have the right to terminate that Board member's position. Elections should be held at the first scheduled general membership meeting to select member-at-large to fill uncompleted terms resulting from a Board member's inability or unwillingness to serve. The Board of Directors shall approve business activities

between membership meetings; recommend to the general membership courses of action on activities affecting the Association; and approve final Association show programs.

- B. Upon dissolution of this Association and after payment of all debts, the remaining assets, if any, shall be transferred to a charitable or other non-profit organization as specified by the Board of Directors, as long as the corporations or organizations considered for the dissolution of assets shall qualify as an exempt organization or organizations under Section 501c(3) of the Internal Revenue Code of 1954 (or corresponding provision of any future United States Revenue Law), as the Board of Directors shall determine. Any assets not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principle office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine which are organized and operated exclusively for such purposes.

II. Purpose

- A. The purpose of the Association is to promote horse activities, sportsmanship, and good will in the Walking Horse Industry.
- B. This purpose may be achieved by:
 - 1. Setting dates for member shows.
 - 2. Improving relations between member shows, exhibitors, and local show committees.
 - 3. Improving conditions under which local committees conduct their shows.
 - 4. Encouraging Association members to support local shows through class sponsorships and/or participation.
 - 5. Encouraging, supporting, and providing information to members on other horse related activities such as trail/endurance rides, driving activities ,4-H clubs, and youth activities.

III. Membership

- A. Membership in the Association is open to any person having an interest in horses and that can work together harmoniously and cooperatively with the membership to achieve the objectives and purposes of the Association.
- B. Membership in the association may be individual, youth, or family. A family membership consists of husband, wife, and all juvenile family members residing in the same household. Each member present in good standing shall be permitted to cast one vote on Association business conducted at membership meetings. In order to participate in the election of officers, each member must have paid their membership fee before September 1 of the election year. Each spouse of a family membership present shall have one vote. Juveniles are not eligible to cast a vote on Association business conducted at membership meetings; however, they may participate on committees. Junior memberships are restricted to junior exhibitors

who are seventeen (17) years of age and under as of January first of the current show year.

- C. Annual dues (and membership) may be refused by the membership, if a member or prospective member, in the judgment of the Board of Directors, with the final vote of the membership, conducts himself/herself in a manner that brings or could bring discredit to the Association, or in a manner that creates or could create undue extra administrative work or expense for the Officers, Directors, or Members of the Association.

IV. By-Laws

- A. All meetings shall be conducted in accordance with Robert's Rules of Order.
- B. The By-Laws shall be recognized as the governing rules of the Association.
- C. Changes
 - 1. Changes to the Association By-Laws must be proposed in the form of a motion in a general membership meeting.
 - 2. A copy of all proposed changes must be provided to each member in good standing at least thirty (30) days prior to the scheduled vote.
 - 3. A roll call vote of members in good standing shall be conducted for proposed changes.
 - 4. Changes shall be accomplished by a simple majority vote of members in good standing in attendance and absentee ballots counted.
 - 5. Proxies shall not be allowed to be voted for proposed changes.
 - 6. Members in good standing who are unable to attend the meeting may request an absentee ballot. Such ballots must be signed by the member and received by the Secretary BEFORE the meeting. Phone calls will not be accepted.
 - 7. Approved By-Laws changes shall be effective immediately.

V. Standing Committees

- A. Standing committees may be established as deemed necessary by the President or Board of Directors. Standing committee's chairperson(s) shall be appointed by the President.
- B. The chairperson of each committee shall have the option of selecting committee members within the provided guidelines.
- C. The following Standing Committees are considered the minimum necessary to conduct the Association business effectively:
 - 1. Horse Show Committee: The Horse Show Committee shall act as liaison with affiliated shows. Responsibilities within this function shall include, but not be limited to, insuring the affiliated shows are aware of requirements for affiliation and approval of ratings; coordinating show dates to prevent conflicts among affiliated shows; providing a copy of the Association By-Laws to each show organization desiring to affiliate; approving class lists and ratings for all affiliated shows; providing a point of contact for questions raised by affiliated show chairperson(s);

recommending to the Board of Directors appropriate affiliation fees; and referring any unresolved show date conflicts or questions to the Board of Directors.

2. Points Committee: The Points Committee shall be composed of a minimum of two (2) members willing to serve a one year term. This committee shall determine by July 15th which divisions have qualified horses registered for points and thus will be open for points competition; maintain the official point standings for all divisions open for point competition; process applications for points registration in divisions open for point competition; recommend to the Board of Directors appropriate registration and transfer fees; provide the Secretary with a copy of the year-end point standings; shall provide official point standings at each general membership meeting; or by mail by the 15th of each month, when no general membership meeting is scheduled, to exhibitors in the division they have entered, so noting shows that have not mailed in their show results. . High point divisions will be established by July 15th each year. Horses that are entered into the high point program before July 15th, will be eligible for retroactive points in their respective divisions. Horses entered after the July 15th, deadline will only collect points from their sign-up date forward.
 - a. The champion in each of the various divisions, is to be determined by the points standing at the end of the show season (the season shall end with the last affiliated show).
3. Hearing Committee: The Hearing Committee shall consist of a chairperson and four (4) members. Members shall serve a two-year term. Duties shall consist of hearing and investigating any protest, complaint, or violation as listed in Section VII of these by-laws.

VI. Affiliation

- A. Shows shall be granted affiliation with the Association in one of four classes: Class A, Class AA, Class AAA, or Class AAAA. Shows desiring to affiliate with the Association and be rated in one of the above categories must submit a PRELIMINARY class and premium list to the Association Show Committee for final approval. Classes listed in the Association approved show bill may NOT be dropped after approval by the Association Show Committee. All final show programs must specifically state that the show is affiliated with the Shenandoah Valley Horsemen's Association, Inc.
 1. Class A shows shall be required to pay a \$25 affiliation fee and pay \$0.00-\$1500.00 in premiums.
 2. Class AA shows shall be required to pay a \$25 affiliation fee and pay a minimum of \$1500.00 in premiums.

3. Class AAA shows shall be required to pay a \$25 affiliation fee and pay a minimum of \$3000.00 in premiums.
 4. Class AAAA shows shall be required to pay a \$25 affiliation fee and pay a minimum of \$6000.00 in premiums.
 5. Affiliated shows will provide the Association Points Committee with show results in a timely manner as soon after the scheduled show as possible.
- B. All horses and ponies are expected to be shown in sound condition and in good health. Should a question arise concerning the condition of a particular horse, the horse shall be checked by the show veterinarian. If the veterinarian determines that the horse is not sound, or if the owner refuses the veterinarian check, the horse will be dismissed from further showing.
- C. The rules of the National Horse Show Commission, the Kentucky Horse Show Commission and the Tennessee Walking Horse Breeders and Exhibitors Association shall be the governing rules.

VII. Awarding of Points

- A. No stake or champion points will be awarded unless the show class sheet lists the class as a stake or championship class.
- B. Stake classes are championship classes which do not have a qualifying class. Such classes will be awarded only qualifying class points.
- C. Points for Championship awards shall be awarded as follows:

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| 1. Class A Shows: | <u>Stake/Qualifying Classes</u> | <u>Championship Classes</u> |
| | First Place | 50 |
| | Second Place | 40 |
| | Third Place | 30 |
| | Fourth Place | 20 |
| | Fifth Place | 10 |
| 2. Class AA Shows: | <u>Stake/Qualifying Classes</u> | <u>Championship Classes</u> |
| | First Place | 70 |
| | Second Place | 60 |
| | Third Place | 50 |
| | Fourth Place | 40 |
| | Fifth Place | 30 |
| | Sixth Place | 20 |
| 3. Class AAA Shows: | <u>Stake/Qualifying Classes</u> | <u>Championship Classes</u> |
| | First Place | 90 |
| | Second Place | 80 |
| | Third Place | 70 |
| | Fourth Place | 60 |

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| Fifth Place | 50 | 100 |
| Sixth Place | 40 | 80 |
| Seventh Place | 30 | 60 |

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| 4. Class AAAA Shows: | <u>Stake/Qualifying Classes</u> | <u>Championship Classes</u> |
| First Place | 110 | 220 |
| Second Place | 100 | 200 |
| Third Place | 90 | 180 |
| Fourth Place | 80 | 160 |
| Fifth Place | 70 | 140 |
| Sixth Place | 60 | 120 |
| Seventh Place | 50 | 100 |

VIII. Rules for Exhibitors/Violations and Protests

- A. The following rules apply to all exhibitors at all affiliated shows:
1. Any exhibitor, who is guilty of any unsportsmanlike conduct in the show ring, shall be immediately excused from the ring. (Also see Section VII.A.3)
 2. Any exhibitor wishing to be excused from the show ring after the class has commenced shall obtain permission to leave from the Ring Master.
 3. Any exhibitor, who is guilty of unsportsmanlike conduct anywhere on the horse show grounds, shall be reported in writing, within seven (7) days by Show officials to the Association President and Secretary.
 4. Any exhibitor who leaves the horse show ring without accepting her/her ribbon shall not receive any money or points to which he/she would otherwise have been entitled to in that class.
 5. If the age of a horse showing in an age limited class is questioned, the horse shall be mouthed by the show veterinarian in those classes not requiring registration papers. The veterinarian's decision as to the age of the horse shall be final. In those classes specifically for registered horses, proof of foal date must be presented to the show secretary or official.
 6. An amateur, for the purposes of this organization, will follow the rule as defined by the NHSC. Amateur cards will be recognized by the Association and affiliated shows and must be produced upon request.
 7. A juvenile exhibitor is one who is seventeen (17) years of age or younger as of January first of the current year.
 8. Equitation classes may be divided and follow the rules as outlined by NHSC.
 9. All measurement classes shall be measured one hour before the show on a concrete or board surface of sufficient firmness to ensure accurate measurement with the show steward's regulation stick.
 10. The Ring Master shall have complete control of all horses and exhibitors in the show ring.
 11. After a judge is hired by the Show Committee/Show Chairperson or Coordinator, no person except those appointed by the Show Chairperson will be allowed to associate with the judge before or during the show.

Associating includes any unauthorized contact with the judge before or during the show.

12. Any exhibitor, trainer, or other person desiring to speak to the judge, may do so ONLY after securing the permission of the Show Chairperson, Coordinator, or Steward. All ensuing conversations must take place in the presence of one of the above designated officials.
13. The judge will be asked to report to the Show Chairperson, Coordinator, or Steward, any violation of the rules Section VII.A.11 or Section VII.A.12.
14. If an exhibitor, member of his/her family, trainer, or owner violates the above rules, such person, family members and horses belonging to or trained by the same, will be disqualified from further showing by the Show Chairperson, Coordinator, or Steward.

B. The following procedures shall be followed by the Hearing Committee in order to resolve suspected violations and/or protests:

1. Any exhibitor who shall curse, threaten, abuse, or assault any horse show official or member of the local horse show committee shall, at the discretion of the Association's Board of Directors, be barred from any participation in affiliated shows for not less than fifteen (15) days or not more than one (1) calendar year. It shall be the responsibility of the affiliated show Chairperson, Coordinator, or Steward to notify, in writing, the Association President and Secretary of any such violation within seven (7) days. The Association President shall promptly notify the chairperson of the Hearing Committee. The Chairperson of the Hearing Committee shall notify the accused in writing of his/her right to a hearing to deal with the charge. The accused, after being notified in writing of the hearing, may upon his/her written request attend said hearing and present his/her explanation of the occurrence. A recommendation by the Hearing Committee shall be made to the board of Directors. The decision, by a majority of the Board of Directors members in attendance will be final. In the event of suspension, no horse owned or trained by the accused will be allowed to be exhibited in affiliated shows for the duration of the suspension.
2. Any protest must be made in writing within seven (7) days of the protested event to the President and Secretary of the Association and a copy of such protest sent to the local show committee. The protests must be accompanied by a \$200.00 money order payable to the VWHA I. If the protest is allowed, the funds will be returned. If the protest is disallowed, the funds will be kept by the Association and deposited in the General Fund. Upon receipt of a written protest, the President shall convene a meeting of the Board of Directors at their earliest convenience to resolve the protests. The decision, by the majority of the Board of Directors in attendance, shall be final. NHSC, KWHO., and any HIO protest decisions accomplished prior to Association action shall constituted proper resolution and no further action will be taken by the Association.

- C. A copy of Section VII, Rules for Exhibitors/Violations and Protests, shall be sent to VWHA affiliated shows for manager to have as a guideline. Show managers should sign and post these at the registration booth. Any VWHA affiliated show can protest an exhibitor whether they are a member of the VWHA or not. If exhibitor is found guilty of violation, they may be barred from any VWHA affiliated show.