

BYLAWS OF THE WASHINGTON COUNTY 4-H HORSE COUNCIL

ARTICLE I - NAME, OBJECTIVES AND POLICIES

- I The name of this organization shall be:
1. Washington County 4-H Horse Council.
- II The objectives of the Washington County 4-H Horse Council shall be:
1. To serve as an executive and decision-making body on behalf of the 4-H horse clubs in Washington County.
 2. To organize and promote countywide horse shows and activities.
 3. To educate 4-H members in the care, training and use of their horses, provide leadership opportunities and training, and to aid in improving skills and enhancing the abilities of 4-H members and leaders.
 4. To set policy and arbitrate disputes on county matters.
 5. To represent Washington County at State and Regional 4-H Horse Council meetings.
- III The basic policies of the Washington County 4-H Horse Council are:
1. To provide services to all persons regardless of race, sex, color, religion, national origin or handicap residing in Washington County.
 2. To cooperate with other organizations to support the 4-H program, but persons representing this organization in such matters shall make no commitments that bind the Horse Council without first bringing the commitment to the Horse Council for approval.
 3. To conduct shows and clinics according to the State 4-H rules and regulations but reserves the right to make changes they deem beneficial to Washington County.

ARTICLE II - MEMBERSHIP, RESPONSIBILITY AND VOTING PRIVILEGES

- I Membership:
1. Membership on the Washington County 4-H Horse Council shall consist of two (2) representatives from each club in Washington County with more than ten (10) members. Clubs with fewer than ten (10) members shall have one Representative.
 2. Council members may be selected as each club deems best. Council members may be leaders or parents of horse club members.
 3. The USU Extension Agent over the 4-H Horse Program is a permanent member of the Horse Council and may override decisions by the Horse Council, which are not in harmony with the State 4-H Rules and Regulations.
 4. The President shall not count as a representative from their club.

II Responsibilities:

1. Members of the Horse Council will attend all Horse Council meetings. If unable to attend, they shall send their proxy or replacement.
2. Members of the Horse Council will act as liaisons to their individual clubs and convey all pertinent information to members of their clubs in a timely manner.
3. At horse shows, the Council will:
 - a. Be responsible for enforcing state and county rules.
 - b. Participate and physically help the show committee at horse shows, and actively encourage parents to help also.
 - c. Coordinate state individual and team shows with region members as needed.
 - d. Members of the Horse Council will approve/vote for year-end awards.

III Voting:

1. Each member of the Horse Council shall have one vote.
2. The President of the Horse Council shall vote only when needed to break a tie.
3. A quorum (2/3 of the Council) must be present for motions to be passed.
 - a. A simple majority is required for most motions to pass.
4. Changes in Horse Show rules require a two-thirds (2/3) majority vote to pass.

ARTICLE III - OFFICERS

I Officers of the Horse Council are: President, Vice President of Shows, Vice President of Fund-raising/Sponsorship/Awards, Vice President of Judging and Rules, Vice President of Academics/Training, Secretary/Treasurer.

II The Term of office shall be one year.

1. Officers shall hold office until their successors have been duly elected.

III The duties of the officers shall be as follows:

1. President:

- 1 The President shall be the executive officer of the Washington County Horse Council, preside over all meetings of the Horse Council, designate committees as required and appoint members thereof, conduct such business as is approved by the members or is in the best interest of the Washington County Horse Council within the scope of the bylaws and carry out various other duties as required.
- 2 The president shall lead the Horse Council into avenues and actions that shall reflect positively and progressively upon the Horse Council. President shall remain neutral on all issues to come before the council, may not initiate a motion and may only vote in a tie-breaking situation.
- 3 The President shall enforce eligibility of participants at 4-H Horse Shows.
- 4 The President shall enforce all disqualifications at 4-H Horse Shows.

Last updated: 2/2006

- 5 The President shall preside over the grievance committee.

2. Vice Presidents:

Vice President Chairperson -- Shows

- 1 Organize club volunteers to provide support at shows.
 - a Three gate persons
 - b Three Ring Stewards for Judged shows or three Event Stewards for speed.
 - c Three announcers and three score time keepers
 - d Three helpers/readers for tests.
- 2 Make sure appropriate equipment is available and present at shows i.e., timers, poles, cones, measuring tape, etc.
- 3 Host region show every three (3) years.
- 4 Take all issues regarding the "operation" of county horse shows to the Show Committee for consideration, and possible motions to be brought before the council for a vote.

Vice President Chairperson -- Fund Raising/Sponsorship/Awards

- 1 Organize countywide fund-raising activities.
- 2 Solicit Sponsorships from the community
- 3 Work with Show Committee on benefit Horse Show
- 4 Purchase year-end awards.
- 5 Consider, in committee, all issues regarding fund- raising/sponsorship/ awards and bring motions to vote on at council meeting.

Vice President Chairperson -- Judging/Rules

- 1 Identify a list of worthy candidates for judging 4-H Horse Shows.
- 2 Provide Judges for any and all 4-H Horse Shows.
- 3 Provide Training and Instructions for Judges.
- 4 Consider, in committee, any issues regarding judges, judging or rules. Bring motions to vote on at council meeting.

Vice President Chairperson -- Academics/Training

- 1 Organize resources for test questions/study
- 2 Organize resources for Horse Bowl study.
- 3 Provide a Resource for Adult and Youth Leadership training.
 - a Develop and Conduct an annual adult horse club leader leadership seminar.
 - b Organize educational clinics and activities.
- 4 Choose State Horse Bowl Participants

3. Secretary/Treasure:

- 1 The secretary shall keep the minutes of the proceedings at all official meetings, notify Horse Council members of meetings and take charge of all documents related to the bylaws - to be coordinated with Extension Office.
- 2 The secretary shall compile and keep any other records required for the

Horse Council.

- 3 The secretary shall report on the financial transactions since the last meeting.

ARTICLE IV - MEETINGS

I Horse Council Meetings:

1. Horse Council meetings shall be held at a time and a place to be designated by the president.
2. Horse Council meetings shall be held quarterly and as often as needed during the course of the year as requested by any member of the Horse Council and at a location designated by the president.
3. The purpose of the Horse Council meeting will be primarily business.
4. A quorum shall consist of 2/3 of the Horse Council members (1 per club, 2 if club with more than 10 members). In a situation where there is an emergency and there is not a quorum in attendance, the president may declare a quorum if no member present dissents.
 - 1 Emergency decisions are subject to review by a full quorum at the next scheduled Horse Council Meeting.
5. The agenda for the Horse Council meetings will be:
 - 1 Call to order by the presiding officer
 - 2 Introduction of new members or guest present
 - 3 Approval of prior meeting's minutes
 - 4 Committee status reports, if any
 - 5 Old business, if any
 - 6 New business, if any
 - 7 Adjourn
6. All Horse Council Meetings shall be governed by Robert's Rules of Order.
7. All Horse Council Meetings are open to all members of the 4-H program. They are welcome to address to Horse Council (with a prior request to be on the agenda), file complaints, or simply attend and listen.

ARTICLE V - MISCELLANEOUS

I Complaints against 4-H members:

1. If a formal written complaint is made against a Washington County 4-H Horse member or Horse Council Member, the Horse Council shall decide if any action should be taken against such person. If action is necessary, the type of action to be taken may range from temporary to permanent suspension from activity and membership in the Horse Program or the Horse Council.

II Code of Conduct/Waiver of Liability

1. A code of conduct and waiver of liability will be signed by all individuals participating

Last updated: 2/2006

(leaders, youth, parents) in 4-H horse activities.