



# 2017 Handbook

Revised: December 30, 2017

# Articles of Incorporation, Bylaws & Rules

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## **Article I: NAME**

The name of the corporation is CONNECTICUT QUARTER HORSE ASSOCIATION.

## **Article II: OBJECTS & PURPOSE**

The nature of the activities to be conducted, and the purposes to be promoted or carried out by the corporation are to engage in any lawful act or activity permitted under the Connecticut Revised Nonstock Corporation Act, as may be amended, entitling the Corporation to exemption from taxation under § 501(c)(5) of the Internal Revenue Code of 1986, as the same may be amended and in force from time to time (the “Code”), and including more particularly to:

1. Aid and encourage the breeding, exhibiting, use and perpetuation of Quarter Horses; promote, encourage all CQHA Inc. approved shows within the state of Connecticut or CQHA Inc. sponsored shows outside the State of Connecticut.
2. Formulate publicity and educational programs and other activities in the interest of Quarter Horses.
3. Do any and all things necessary or appropriate to accomplish the objects and purposes as stated herein and as set forth in the Articles of Incorporation.

## **Article III: CORPORATION**

The corporation is nonprofit and shall not have or issue shares of stock or pay dividends.

## **Article IV: MEMBERSHIP \*See also Bylaws II**

Membership shall be open to all and shall be of the following types:

1. **INDIVIDUAL MEMBERSHIP:** Open to individuals 19 years of age and over. This is a voting membership.
2. **JOINT MEMBERSHIP:** A combination, to a maximum of two persons, such as a husband and wife, or legal partners. Each person is entitled to one vote.
3. **FAMILY MEMBERSHIP:** Open to (2) two adults and all youths from the same household. Each adult member is entitled to one vote.
4. **HONORARY MEMBERSHIP:** Open to any persons who perform outstanding service to CQHA Inc. Honorary members to CQHA Inc. may be elected by a two- thirds vote of the Board of Directors and are entitled to all benefits of CQHA Inc. An Honorary member is entitled to one vote. There are no dues.
5. **LIFETIME MEMBERSHIP:** All past presidents are lifetime members of CQHA.

6. YOUTH MEMBERSHIP: Open to any individual under nineteen years of age, as of January 1st, and remain youth members for that year. Youth members must have a parent or guardian in good standing as a member of CQHA Inc.

## **Article V: INDEMNIFICATION**

### **Section 1**

The Connecticut Quarter Horse Association, Inc. (CQHA) shall indemnify and hold harmless any Officer, Director, or Advisor of the CQHA, their personal representatives and heirs against reasonable legal expense, judgments and expense of settlement which the CQHA previously approves, actually and reasonably incurred in connection with an actual or threatened legal proceeding, if such person acted legally, in good faith, and was duly authorized to act on behalf of the CQHA in the transaction from which legal liability arose, which was official CQHA business, except in relation to matters as to which the Officer, Director, or Advisor of the CQHA shall have been guilty of negligence or misconduct in respect of the matter in which indemnity is sought.

### **Section 2**

To preserve this right of indemnity, such person shall immediately notify the CQHA President of such actual or threatened litigation, whereupon the CQHA shall have the right to direct defense thereof, including, but not limited to selection of counsel, and direction of settlement negotiations.

## **Article VI: BOOKS AND RECORDS**

All books and records maintained by the CQHA by officers or committees, elected or appointed, are and shall remain the property of the CQHA and must be surrendered to the Board of Directors upon completion of term of office function.

# BYLAWS & RULES

Unless stated otherwise herein, CQHA will adhere to policies set forth in the AQHA Handbook.

1. This organization shall maintain uniform By-Laws and Rules established and approved by the members of CQHA.
2. CQHA members may submit proposed By-Law and Rule changes to the CQHA President prior to August 1st of the current year. All such proposals shall be considered.
3. By-Laws and Rules may be altered and/or added by a two-thirds majority vote of the members of CQHA during the Annual General Membership and Elections Meeting or Special Meeting so warned.
4. Written notice of any By-Law and Rule change proposals shall be given to all CQHA Members with voting privileges at least two (2) weeks prior to said meeting.
5. Copies of the CQHA Handbook shall be made available to all members via the CQHA website.

## I. THE ASSOCIATION

### Section A

No profit shall proceed to any officer, shareholder, director or member of the corporation. Upon dissolution of or termination of the corporation, any property owned by it shall be distributed to nonprofit or charitable organizations only.

### Section B

No individual is to spend CQHA funds without approval by the Board of Directors.

## II. MEMBERSHIP BENEFITS AND DUES SCHEDULE

### Section A: Policy

### Section B: Membership Benefits

### Section C: Dues Schedule

### Section A: Policy

The CQHA Board of Directors reserves the right to deny or revoke any membership for cause detrimental to the interest of CQHA, its programs, policies, objectives and harmonious relationship to its members as determined by the Board.

## **Section B: MEMBERSHIP BENEFITS**

All CQHA membership benefits shall commence upon receipt, [based on date of postmark, or the first day of the circuit in which membership dues are received,] of membership dues and shall expire on January 31st of the following year. Any member who fails to pay dues as of January 31st shall be dropped from the CQHA roster. Payment for membership dues must be made to the CQHA Secretary or his or her designee. See Section VII.A.1. for timing of payment of membership dues to qualify for points for yearend awards.

Voting privileges shall commence 30 days after recorded CQHA membership date.

## **Section C: DUES SCHEDULE**

Adult Membership \$30.00

Youth Membership \$10.00 [\*Must be accompanied by adult (i.e., parent or guardian) membership]

Family Membership \$50.00

Joint Membership \$40.00 [formerly Mr. & Mrs.]

Lifetime Membership \$300.00 Joint Life Membership \$500.00

## **III. BOARD OF DIRECTORS**

### **Section A: Composition of the Board**

### **Section B: Election of Officers, Directors & the Advisor(s)**

### **Section C: Duties of the Board of the Officers, Directors and Youth Advisor(s)**

#### **Section A: Board Of Directors**

1. The affairs of the Connecticut Quarter Horse Association, Inc. (CQHA) shall be governed by the Board of Directors, which shall consist of the Officers, the Primary Youth Advisor, no fewer than eight, no more than thirteen elected directors.
  - a. A Director must be a CQHA member.
2. Four (4) of the Board members shall be officers. The officers of this organization shall be President, Vice President, Secretary, and Treasurer.
  - a. The Officers and Advisor(s) shall serve a two year term or until a successor shall have been elected or until his/her resignation, removal or death.
3. Directors shall serve a three year term or until a successor shall have been elected or until his/her resignation, removal or death.
4. Board vacancies shall be appointed by the President with board approval.
5. Vacancies shall be published two weeks prior to appointment.
6. When the Advisor position is vacated, then CQHYA shall submit a recommendation to the board for consideration.

7. If any Board Member fails to attend three consecutive Board meetings either in person or via telephone conference, then the Board of Directors may replace that Board member via an appointment, without notice, upon a two-thirds approval of the Board of Directors.
8. The Board of Directors may earmark ten percent, but not to exceed \$500 per year, of proceeds received from CQHA fundraising events in the current year for donation to charitable organizations, at the discretion of and approval of two-thirds vote of the Board Members.

### **Section B: Elections of Officers, Advisor & Directors**

1. Officers, Directors and the Advisor(s) shall be elected during the Annual General Membership & Elections Meeting.
2. Prior to July 31st the board shall appoint a nominating committee consisting of three (3) members who shall seek and present a slate of proposed directors and officers at the Annual General Membership and Elections Meeting.
3. CQHA Members seeking a position must submit his/her letter of intent to the President or Nominating Committee prior to July 31st to ensure ballot application.
  - a. This slate of proposed officers and directors shall list all members running for an office or director.
4. Notice of said Annual CQHA Membership & Elections Meeting shall be published and sent to all members a minimum of two weeks prior.
5. All CQHA members present and in good standing shall be allowed to vote during the Annual Membership and Elections Meeting.
6. Nominations will be taken from the floor. The Nominee must be present to accept
7. All Ballots will be counted during the Annual CQHA Membership & Elections Meeting by a qualified committee appointed by the President. This committee may be the same as the Nominating Committee. [Left to the discretion of the President.]
  - a. Any member who is out of state attending an AQHA or CQHA authorized event, including but not limited to, attendance at the World Show(s) or AQHA Convention, may vote.
  - b. In the event of such a conflict, the member shall give written notice of her/his proxy to vote to the CQHA President, indicating the reason she/he cannot vote and the person designated to vote on her/his behalf.
8. If the Nominating Committee proposes a Director [s] or Officer [s] who is unopposed, then the Secretary may cast one [1] vote in accordance with Robert's Rules of Order at the Elections Meeting.
9. Official Election Results will be made public by the conclusion of the Annual General Membership & Elections Meeting and published within two weeks.
10. Newly Elected Officers and Board Members shall be notified immediately within a reasonable time.

11. Those elected shall assume their position immediately following the election.
12. All CQHA records, materials and explanation of duties shall be given from each outgoing Officer to his/her successor prior to January 1<sup>st</sup>.

**Section C: Duties of the Board of the Officers, Directors and Youth Advisor(s)**

1. Each Director shall vote to amend, repeal and enforce CQHA bylaws.
2. Each Director shall attend Board Meetings and Special Meetings either in person or participate via telephone conference or provide prior notice of absence from any CQHA Meetings to the President.
3. When a Director must be absent from a meeting, it is his/her responsibility to send any reports to the meeting.
4. At all times each Director, Advisor and Officer shall represent that which is in the best interest of the club as a whole.
5. At no time shall any Director, Advisor or Officer act on behalf of CQHA without Board or President Approval.
6. Each Director shall Chair or Co-Chair a minimum of one Committee, comprise this committee of General CQHA Members as well as other directors, and submit Committee reports to the Board as needed.
7. The duties of the Officers are as follows;

**PRESIDENT:**

- a. He/she shall preside at all CQHA meetings.
- b. He/she shall appoint all committee chairpersons, subject to the approval of the Board of Directors.
- c. He/she shall be an ex-officio member of all committees; with the exception of the Nominating Committee.

**VICE PRESIDENT:**

- a. He/she shall act in the absence of the President and provide a full report of proceedings to the President.
- b. He/she shall carry out all duties assigned by the President.

**SECRETARY:**

- a. He/she shall take the minutes of all regular and special meetings.
- b. He/she shall keep a file of all correspondences and records.
- c. He/she shall carry on all correspondences as directed by the President or Board of Directors.



- d. He/she shall provide a secretary's report at every Board of Directors meeting.
- e. Acting Secretaries shall provide the CQHA Secretary with minutes from the meeting within two weeks.
- f. He/she shall send each board member a copy of the Secretary Report within two weeks following each meeting and a synopsis of each Secretary Report to the website chairperson for publication.
- g. He/she shall send out written notice of upcoming meetings two weeks prior of all CQHA meetings.

**TREASURER:**

- a. He/she shall have custody of all CQHA financial accounts.
- b. He/she shall collect funds for deposits and pay all debts as approved by the Board.
- c. He/she shall keep records of all financial transactions and make such records available for examination by all persons authorized.
- d. The Treasurer and the CQHA President shall be bonded for \$50,000.
- e. CQHA Treasury Books shall be audited by a committee appointed by the President annually or when there is a change in office of the treasurer.
- f. He/she shall provide a financial report at every CQHA Meeting.
- g. The CQHA Treasurer and CQHA President shall be designated as authorized signatures on all CQHA and CQHYA checks.
- h. The CQHYA Treasurer shall assist the CQHA Treasurer as needed and make an annual inspection of the CQHYA Treasury submitting such reports to the CQHA Board.
- i. Either the President or the Treasurer shall be authorized to sign general account checks.

**ADVISOR:**

- a. The Primary Advisor shall also serve as a CQHA Director.
- b. The CQHYA Youth Advisor (s) shall be required to submit current written copies of CQHYA activity Reports to the CQHA Board of Directors during each CQHA Board Meeting.
- c. In the event that the Advisor (s) is unable to attend a CQHA Board Meeting, he/she shall provide such reports prior to such meeting.
- d. The CQHYA Youth Advisor must submit all CQHYA fundraisers, events and team selections to CQHA for final approval prior to such events.

- e. Any CQHYA moneys exceeding \$500 to be allocated must have CQHA Board Approval before money is spent.
- f. The CQHYA Youth Advisor must submit AQHYA worksheets, requests and all other required paperwork to AQHYA in a timely fashion.
- g. In the absences of the Advisor, he/she shall appoint someone to submit these materials.
- h. The CQHYA Youth Advisor or the appointed adult replacement shall attend the \*YES Conference, Affiliate Workshops, Team Tournaments, AQHYA Youth World Show and The Quarter Horse Congress.
- i. The Advisor shall attend CQHYA Youth Meetings and be available to all Youth Members.
- j. The Advisor shall oversee team selection for the AQHYA World Show, Congress and any other Team Tournaments that may arise, adhering to the current CQHYA Guidelines.
- k. Complete details of team selection must be supplied to the board prior to for approval.
- l. Any CQHYA meeting or function must be chaperoned by the Youth Advisor or parent.
- m. Advisors must attend the CQHA Annual Orientation Meeting.

#### **IV. COMMITTEES**

The President shall appoint the following committees, which are charged with the following duties. Committee members include, but are not limited to Directors and Officers. Committee members must be CQHA members, in good standing.

##### **AWARDS COMMITTEE**

Arrange for Perpetual, Challenge, Class and High Point Awards and ribbons with appropriate engraving etc. for presentation at the Annual Awards Banquet.

##### **BANQUET COMMITTEE**

1. CQHA Banquet Committee Chairman shall solicit a committee of CQHA members, CQHYA members and a youth Advisor.
2. This committee shall be responsible for acquiring a location, speaker, MC, Banquet Program, music and meal for the Annual Banquet.
  - a. Proposed locations, meal plans and price lists must be approved by the CQHA Board before any reservations are final and/or money is paid.
3. The CQHA chairman is responsible for organizing, promoting, accounting and all aspects of the banquet.

## **BYLAWS COMMITTEE**

1. The Bylaws Committee shall be responsible for an Annual inspection of the CQHA/CQHYA Bylaws to insure the bylaws meet the current needs of the association.
2. Collect all proposed bylaws from the membership, send all such proposals to the membership two weeks prior to said meeting, and make the proposal presentation during the CQHA Annual General Membership & Elections Meeting or Special Meeting.
3. Rewriting the approved bylaws, creation of the current handbook and submit the handbooks to the Membership Chairman for dispersal.

## **MARKETING COMMITTEE [Program Public Relations]**

1. Handle all matters concerning the publicizing of club activities in local and breed magazines, news, media and other public areas.
2. Create informative, inviting literature for the club.
3. Solicit advertising for publication.
4. Coordinate all event promotional materials and representation for CQHA (ex: Equine Affaire)
5. Coordinate After Show Activities
6. Fundraising [Examples: Calendar, Clothing, Raffles, Class Sponsors, Clinics, and Mock Classes.
7. Create Programs [Examples: Associates Awards Program, Mentor Program, Annual Video, Hotel Discounts, and Hospitality.]

## **MEMBERSHIP COMMITTEE**

1. The membership chairman shall create, promote and receive membership applications, keep records of such and send out membership materials; including handbooks and membership cards to all members; one handbook per family.
2. The membership chairman shall be responsible for all accounting reports and forwarding membership money to the Treasurer.
3. The membership chairman shall maintain the current membership list and send such list to all board members no less than three times per year [February, June and September.]

## **POINTS COMMITTEE**

1. The Points Secretary will record all show points in accordance with established CQHA rules.
2. Points shall be posted at CQHA Shows and published a minimum of two (2) times annually.

## **SHOW COMMITTEE**

1. The Show committee shall coordinate CQHA sponsored and approved shows annually.

2. The Show committee shall inspect grounds, facilities, and work with show management to insure quality of shows meets the objectives and the needs of CQHA.
3. The Show Committee shall have the sole responsibility of coordinating and presenting to the board, shows requesting CQHA point approval, Futurities, the annual show schedule, circuit awards, class schedules, class awards and paybacks for final approval.
4. The Show Committee shall be responsible for proposing, organizing and coordinating any and all CQHA futurities, circuit awards, class awards and paybacks.
5. The Show Committee Chairman shall present all such activities to the CQHA board for final approval.
6. The Show Committee shall send information concerning shows to the Marketing Committee.

### **FUTURITY PROGRAM**

1. The funds in the Futurity Program shall be used exclusively for prize money, obligations and operating costs.
2. CQHA futurity money may be used to provide Circuit Awards and/or Class Paybacks, with approval of the Board of Directors.
3. Special and separate savings and/or investment accounts shall be established with approval of the CQHA Board of Directors to enhance maximum benefit.
4. No Futurity Money may be spent without Board Approval.
5. Any excess funds shall be reverted back to the CQHA General Account, when deemed necessary by the Board of Directors.

### **QUEEN'S COMMITTEE      \*applies to CQHA and CQHYA unless otherwise noted**

1. CQHA Queen Chairman shall coordinate activities, competition, fundraising, for the selection of the CQHA Queen to represent the State of Connecticut at the Ohio Quarter Horse Congress.
2. He/she will obtain judges for queen competition; arrange competition and crowning of the Queen.
3. CQHYA shall submit a Queens Committee to work with the Queen Chairman on all aspects of the event.

### **YOUTH COMMITTEE [Parents Advisory Committee]**

1. The Youth Committee shall be Responsible for all matters concerning the Youth Club, such as youth events, World Show, Congress Team, fundraising, and all other youth activities.
2. The Youth committee will include one or more Youth Advisors and/or co-advisors as needed, as appointed by the CQHA president and confirmed by a majority vote of the Youth Club officers. Nominations for Youth Advisors and co-advisors may be made by the Youth Club Officers and communicated to the CQHA President.

3. Youth Advisor(s) are not voting members of the Youth Club.

#### **ALL OTHER COMMITTEES AS DEEMED NECESSARY**

### **V. MEETINGS**

#### **Section A: GENERAL MEMBERSHIP MEETINGS**

#### **Section B: BOARD MEETINGS**

#### **Section C: SPECIAL MEETING**

#### **Section A: GENERAL MEMBERSHIP MEETINGS**

1. The Annual General Membership & Elections Meeting of the CQHA shall be held such date, time and location as the Board of Directors may designate.
2. At least Fourteen [14] days notice of the Annual General Membership & Elections Meeting must be given to all members.
3. The Annual General Membership Meeting shall also be the Election of Officers, Advisor(s) and Directors.
4. General Membership Meetings will be held a minimum of two [2] times a year; one being in January [banquet]
5. All current CQHA Members with voting privileges may present ideas, take part in discussions and vote during General Membership Meetings.
6. Proxy voting is not permitted.
7. The quorum for the General Membership Meeting shall be a minimum of twelve (12) CQHA Members [two (2) being Officers].
8. All meetings shall be conducted using first the CQHA handbook, then AQHA Handbook and third, "Robert's Rules of Order".

#### **Section B: BOARD MEETINGS**

1. Board of Directors Meetings shall be held as needed.
2. At least fourteen [14] days written notice of the Board Meeting must be given to all board members.
3. A majority of Officers and Board of Directors, seven (7) will constitute a quorum, [two (2) being officers.]
4. Cancellation of a Board Meeting [weather related or an unforeseen conflict] will be determined by the President.

5. Board Meetings shall be held informally, open to all Members. Exception: Executive Sessions.
  - a. Issues deemed “sensitive” may be heard in EXECUTIVE SESSION and remain confidential.
  - b. All regular CQHA Members and guests will be asked to leave until the Executive Session is concluded. Only then shall CQHA Members and guests be invited to return to the Board Meeting.
6. All CQHA Members may take part in discussions; bring issues, ideas, and concerns to the Board during regular Board meetings.
7. Only CQHA Board Members present may vote at CQHA Board Meetings. Proxy voting is not permitted.
8. When a board vote is deemed necessary, and time restrictions do not allow such meeting to take place, then the President may call for written votes, which shall be accepted by the President and kept on file.
  - a. Written votes are understood to include voting using electronic methods, using as facsimile transmissions and email.
9. Board meetings shall be conducted using first the CQHA handbook, then AQHA Handbook and third, “Robert’s Rules of Order”.
10. Board Members must attend Board Meetings in person or participate via telephone conference. Only those Board Members attending a Board Meeting in person or participating via telephone conference may be counted towards the quorum and vote at that Board Meeting.

### **Section C: SPECIAL MEETINGS**

1. The President may call a special meeting at any time.
2. A special meeting must be called when requested by two-thirds of the Board of Directors or by two thirds of the voting membership.
3. Written notice of such meeting shall be given by the Secretary to each of the Board of Directors and/or General Membership at least fourteen [14] days prior to such meeting; unless the majority of the board agrees otherwise.
4. Special meetings shall be conducted using first the CQHA handbook, then AQHA Handbook and third, “Robert’s Rules of Order”.
5. Board Members must attend Special Meetings in person or participate via telephone conference. Only those Board Members attending a Special Meeting in person or participating via telephone conference may be counted towards the quorum and vote at that Special Meeting.

## **VI. PENALTIES & DISCIPLINARY PROCEDURES**

- (A) CONDUCT RULE**
- (B) OVERDUE BILLS**
- (C) PENALTIES**
- (D) DISCIPLINARY PROCEDURES**

### **Section A. CONDUCT RULE**

**ALL CQHA MEMBERS SHALL TREAT OTHERS WITH RESPECT, COURTESY, AND COOPERATION IN A FAIR MANNER. NO CQHA MEMBER SHALL DIRECT ABUSIVE OR THREATENING CONDUCT TOWARDS ANOTHER MEMBER. AT NO TIME SHALL ANY MEMBER ACT ON BEHALF OF THE CONNECTICUT QUARTER HORSE ASSOCIATION WITHOUT MAJORITY VOTE OF THE CQHA BOARD OF DIRECTORS.**

**CONDUCT ON SHOW GROUNDS OF ALL CQHA MEMBERS, NON-MEMBERS, EXHIBITORS, TRAINERS, OWNERS AND SPECTATORS SHALL BE ORDERLY, RESPONSIBLE AND SPORTSMANLIKE.**

**UNSPORTSMANLIKE, IRRESPONSIBLE CONDUCT OR ANY OTHER FORM OF MISCONDUCT, SUCH AS ILLEGAL, INDECENT, UNSPORTSMANLIKE BEHAVIOR, PROFANE LANGUAGE OR GESTURES SHALL BE GROUNDS FOR DISCIPLINARY ACTION AGAINST THE OFFENDER.**

**SUCH OFFENDER SHALL BE ASSIGNED A SPECIAL MEETING**

### **Section B: OVERDUE BILLS**

1. Individuals, farms and businesses having an outstanding balance due to CQHA for over (60) days from the billing date, shall be sent written notice by registered mail of such outstanding debt.
  - a. This letter of notice shall list the description and amount of the debt, and when such debt was actually due and serves as written warning of automatic and impending suspension if such debt is not paid within 14 days of the postmark date.
  - b. Failure to pay the outstanding debt to CQHA within the 14 days of the written notice shall result in be automatic suspension for the individual, farm or business, until such time as the debt is paid.
  - c. A fee of \$25.00 plus all bank charges and/or collection charges incurred by CQHA or CQHYA will be charged for returned checks made payable to the club.
  - d. Failure to pay this fee along with the original outstanding balance will result in suspension until paid.
2. All rights and privileges to the association will be in suspension, including the accumulation of year end point awards.
  - a. Member's privileges and accumulation of year end points shall resume when the bank where

CQHA has the account clears payment of all debts.

- b. Points during the suspension will not be counted.
3. Notice of reinstatement shall be sent to the suspended person (s) by registered mail and shall also include CQHA Reinstatement Date.
4. A list of individuals, farms and businesses under suspension may be published until the debt is paid.
5. The subject under suspension will have the right to be heard before the Board of Directors if the subject under suspension feels there is a discrepancy in the amount owed or any other irregularities in the services they are being billed for.
  - a. This meeting shall take place during the next scheduled Board of Directors Meeting immediately after the date of the written Notice of Suspension.
  - b. The subject under suspension will have the right to be heard at a board meeting in Executive Session, where only the Board of Directors shall be present, but he/she will not be present during the final discussion and voting.
  - c. The subject under suspension will be notified by registered mail of the suspension.

### **Section C: PENALTIES**

1. Any member may be suspended from CQHA for violations of the American Quarter Horse Association [AQHA] or CQHA rules.
2. Any member suspended from AQHA will automatically be suspended from CQHA.
  - a. When such member is re instated by AQHA, CQHA shall determine re instatement via majority board vote.
3. Any person charged with a violation of association rules shall be entitled to a special meeting before the Board of Directors.
  - a. Charges against a member must be submitted to the President.
  - b. Charged members may bring witnesses and shall have the right to be heard.
  - c. Charged members shall receive at least ten [10] days written notice of the date of any such meeting.
  - d. A two-thirds majority vote of the Board of Directors shall be necessary before a charged member may be penalized and/or suspended.
  - e. This hearing shall be held in Executive Session and closed to regular members.
  - f. Voting shall be closed to all regular members, visitors and the charged member.
  - g. In the event of said suspension; the Board of Directors shall have discretion to allow Youth members to continue membership.



- h. In situations that the Board of Directors deem necessary, a written warning may be issued before any special meeting date is set.

## **VII. AWARDS & POINT SYSTEM**

### **Section A-AWARDS & POINT SYSTEM CQHA requirements for Championship Awards -Youth Activities Awards**

### **Section B TROPHIES All Around Trophies ~ Challenge Trophies ~Perpetual Trophies**

### **Section C Deleted**

### **Section D -FUTURITY PROGRAM**

### **Section A: AWARDS & POINT SYSTEM**

Connecticut Quarter Horse Association Inc. requirements for Connecticut Championship Awards:

1. Each Exhibitor of AQHA registered horses must be a member of CQHA in order to qualify for year-end awards.
  - a. When a Lessee of an AQHA registered horse competes with that leased horse, the Lessee must be a member of the CQHA, but the Owner (Lessor) of the AQHA registered horse need not be a CQHA member. The term "Owner" as used herein, means the person, farm, corporation, partnership, LLC or other entity that is registered with the AQHA as the owner of that horse.
2. All points will count as of the membership date. The membership date will be determined from the postmark date on the envelope or beginning of the circuit when membership is received.
3. CQHA ALL AROUND YEAR END AWARD: [Open, Amateur, Amateur Select and Youth Divisions]

To qualify for ALL AROUND year end awards, the exhibitor must;

- a. Compete in a minimum of three identical classes under three different judges. Example:  
Sr.Trail/Judge Black, Sr.Trail/Judge Blue, Sr.Trail/Judge Brown
- b. The competitor must compete in a minimum of three AQHA categories including
  - Category I. [halter, performance halter]
  - Category II. [trail, reining, western riding, cow horse]
  - Category III. [barrel racing, pole bending, stake race, team penning, ranch sort]
  - Category IV. [hunter hack, jumping, working hunter]
  - Category V. [western pleasure, hunter under saddle, ranch horse, pleas, driving]
  - Category VII. [showmanship, equitation, equitation over fences,]
  - Category IX. [ranch riding, versatility ranch horse]

For Amateur and Youth Divisions only, one of the categories may be Category VII [showmanship]

4. CQHA HI POINTS YEAR END AWARDS: [Novice Amateur, Novice Youth, Small Fry, Adult Walk Trot and Youth Walk Trot]
  - a. Hi Point awards are based solely on accumulated CQHA points, regardless of categories and must compete in a minimum of three identical classes under three different judges.  
[Example: Novice Youth Trail/Judge Black, Novice Youth Trail/Judge Blue, Novice Youth Trail/Judge Brown]
5. Points will be awarded to qualified horses in all CQHA pointed shows on the following basis;

### CQHA POINT SYSTEM

**No. of horses in the class      POINTS TO BE AWARDED**

	1 <sup>ST</sup>	2 <sup>ND</sup>	3 <sup>RD</sup>	4 <sup>TH</sup>	5 <sup>TH</sup>	6 <sup>TH</sup>	7 <sup>TH</sup>	8 <sup>TH</sup>	9 <sup>TH</sup>
1 HORSE	1								
2 HORSES	2	1							
3 HORSES	3	2	1						
4 HORSES	4	3	2	1					
5 HORSES	5	4	3	2	1				
6 HORSES	6	5	4	3	2	1			
7-10 HORSES	7	6	5	4	3	2	1	1	1
11-14 HORSES	8	7	6	5	4	3	2	2	2
15-18 HORSES	9	8	7	6	5	4	3	3	3
19-22 HORSES	10	9	8	7	6	5	4	4	4
23-26 HORSES	11	10	9	8	7	6	5	5	5
17-30 HORSES	12	11	10	9	8	7	6	6	6
31-34 HORSES	13	12	11	10	9	8	7	7	7
35-38 HORSES	14	13	12	11	10	9	8	8	8
39-42 HORSES	15	14	13	12	11	10	9	9	9
43+ HORSES	16	15	14	13	12	11	10	10	10

6. Points towards CQHA year end results will be published at least two (2) times a year- after the last show in June and after the last show in September.
7. Any discrepancies or corrections must be submitted to the points chairman within 30 days of publication thereof. Otherwise point results stand.
8. Points for open classes are assigned to the owner of the horse at the time of the show and are not transferrable upon a change in ownership of the horse.

**Section B TROPHIES:**

**All Around Trophies    High Point Trophies**  
**Challenge Trophies    Perpetual Trophies**

**All Around Trophies**

1. There will be a CQHA ALL AROUND TROPHY presented to the;

All Around Horse All  
Around Youth  
All Around Amateur [includes Select]

**High Point Trophies**

2. There will be a CQHA HIGH POINT TROPHY presented to the;

High Point Novice Youth  
High Point Novice Amateur  
High Point Youth Walk-Trot  
High Point Adult Walk Trot

3. All Championship awards shall be of equal value. [Exception; Walk Trot Divisions will be of separate and equal value]
4. Championship Awards for Youth Activities Division
  - a. Year End Awards will be presented to Youth Members on points accumulated in CQHA/AQHA approved shows in the Youth Activity Division.
  - b. Separate awards will be presented to each Youth Division

Level 1 [Novice]	13 & Under	14-18
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5. The Youth must be 18 years and under as of January 1st and must be a member of CQHYA.
6. The Youth must exhibit an American quarter Horse owned by the youth, parent, guardian, sibling, step -parent or grandparent.
7. Horses under lease and Lessees may qualify for year end awards subject to the provisions of Section VII.A.1 above.

**Challenge Trophies**

1. Challenge Trophies will be designed to promote excellence in the show ring.
2. The winner of a Challenge Trophy will keep it in his/her possession until the annual CQHA officer elections, but no later than the last CQHA show of that year or September 30.
3. All challenge trophies are the property of the CQHA and recipients will be held responsible for complete replacement and/or shipping costs, if not returned by September 30.

4. The trophy shall be returned in the condition in which it was received.
5. The Challenge Trophy will be passed to each successor until one horse and owner team wins it three consecutive years.
6. The Exhibitor/horse team winning the trophy three consecutive years entitles the winner to retire the trophy and replace it, honoring his/her horse and this class.
7. The new trophy, replacing the one to be retired, must designate the class in which it has been established and honor the winning horse's name.
8. This new Challenge Trophy will be chosen by the winner and purchased at his/her own expense, and becomes property of CQHA.
9. The retired trophy is permanently given to the winner.
  - a. The three-year consecutive winner has the option NOTTO REPLACE the Challenge Trophy.
  - b. In the event that the winner does not wish to replace it, the trophy is then retired.
  - c. The original sponsor of the retired Challenge Trophy will have first option to replace the trophy in that class and division. Then the trophy may be sponsored by anyone.
10. Any NEW Challenge Trophy must be approved by the CQHA Board of Directors before April 30th of the current year.
11. Choice of trophy and all costs are the responsibility of the sponsor.
12. Once given, the trophy becomes property of CQHA

### **Perpetual Trophies**

1. CQHA Perpetual Trophies shall be designed to promote excellence in the show ring and to honor its recipients.
2. Perpetual Trophies are NEVER to be retired, unless deemed necessary by the Board of Directors.
3. The winner of a Perpetual Trophy will keep it in his/her possession until the annual CQHA officer elections, but no later than the last CQHA show of that year or September 30. All challenge trophies are the property of the CQHA and recipients will be held responsible for complete replacement and/or shipping costs, if not returned by September 30.
4. The trophy will be returned in the condition in which it was received.
5. Once given, the trophy becomes property of CQHA.
6. To sponsor a Perpetual Trophy: A NEW Perpetual Trophy must be approved by the CQHA Officers and Board of Directors before the first show of the current year.
7. A Perpetual Trophy shall honor an outstanding member, horseman or American Quarter Horse.

8. Choice of trophy and all costs are the responsibility of the sponsor.

### **Section C Deleted**

### **Section D -FUTURITY PROGRAM**

1. The funds in the Futurity Program shall be used exclusively for prize money, obligations and operating costs.
2. CQHA futurity money may be used to provide Circuit Awards and/or Class Paybacks, with approval of the Board of Directors.
3. Special and separate savings and/or investment accounts shall be established with approval of the CQHA Board of Directors to enhance maximum benefit.
4. The Futurity Chairman shall provide annual records of the Futurity Account Treasury to the CQHA Treasurer who shall then make the report to the Board of Directors prior to January 1
5. No Futurity Money may be spent without Board Approval.
6. Any excess funds shall be reverted back to the CQHA General Account, when deemed necessary by the Board of Directors.

### **VIII. SHOW APPROVAL REQUIREMENTS**

1. All inquiries shall be addressed to the Show Committee Chairperson.
2. A judge MAY NOT be hired for a Connecticut Show within a one year span, [ex; A judge that judged in 1994 cannot return to judge again until 1996.]
3. If for any reason the hired judge cancels out, the Show Committee must be notified immediately.
4. CQHA shall point no youth classes during shows held on school days.
5. CQHA pointed shows shall be determined by the Board of Directors.
6. Pointed shows must be approved by a two-thirds majority vote of the CQHA Board of Directors.
7. Pointing shows outside the state of Connecticut may also be approved.
8. A schedule of CQHA pointed shows shall be published prior to March 1st of the current year.
9. The Congress and World Show Team Selection Process is exempted from these requirements.

### **IX. CQHA WALK TROT CLASSES, SMALL FRY & LEAD LINE RULES**

Applies to Lead Line, Walk Trot and Small Fry Divisions

1. NO STALLIONS can be shown in any of these classes.

2. Exhibitors must never have shown at a lope or canter at any show.
3. All exhibitors must be CQHA or CQHYA members to be eligible for CQHA Year End awards
4. Horses used for Walk Trot or Lead line are open to all breeds. [NO STALLIONS]
5. The exhibitor need not own the horse.
6. For safety reasons, no jump will be allowed in any Walk Trot or Lead Line class.

### **WALK TROT**

1. Children must be eighteen [18] years of age or under as of January 1st of that calendar year.
2. Adult Walk Trot is open to adults and Youth nineteen [19] years of age and over as of January 1st of that calendar year.
3. Horses will be shown in both directions of the ring at a walk and jog or trot.
4. Horses may be asked to back at the judge's discretion.
5. Excessive schooling will not be allowed.
6. In the Walk Trot Trail Class, rail work will be at the judge's discretion.

### **SMALL FRY**

1. Children must be eleven [11] years of age or under as of January 1st of that calendar year.
2. Horses will be shown in both directions of the ring at a walk and jog or trot.
3. Horses may be asked to back at the judge's discretion.
4. Excessive schooling will not be allowed.
5. In the Walk Trot Trail Class, rail work will be at the judge's discretion.

### **LEADLINE**

1. Children must be seven [7] years of age or under, as of January 1st of that calendar year.
2. Children must not have ridden in any other class or show without a lead.
3. Children must be led by an adult eighteen [18] years of age or older.
4. Horses will be shown in both directions of the ring at the walk and may be asked to trot or jog and/or back at the judge's discretion.