

LITTLE BRITCHES YOUTH ASSOCIATION

BY-LAWS (PROPOSED 2009)

Article I. Name

The name of the organization shall be the LITTLE BRITCHES YOUTH ASSOCIATION, INC., a non-profit organization hereinafter referred to as the Association.

Article II. Purpose

The purpose for which the Association is formed is to provide activities and facilities for the youth of Colorado, to promote and instruct in better citizenship, sportsmanship and horsemanship.

Article III. Membership

Section A: Classification

Membership in the Association shall be open to all persons of good character and shall consist of Youth, Family and Associate and Lifetime memberships.

Section B: Definition

1. A Youth member is a male or female, 6-18 years of age, in good standing, whose name appears on an approved membership application, and whose dues and sponsorship monies have been paid for the current Association year. All first year Peewee's, ages 6-10, must demonstrate their horsemanship in front of three (3) board members before being allowed to compete.
2. Age as of January 1st each year classifies the Youth members.
3. A family membership includes the parents/legal guardians of youth members defined in section B #1.
4. Associate Member is an individual, in good standing, whose name appears on an approved membership application, and whose dues have been paid for the current association year.
5. A Lifetime Membership is attributed to all past Executive Presidents other than those who resign or are removed from office. An annual membership application is still required. Memberships dues are waived, but sponsorship obligations still apply. The Board of Directors may also attribute Lifetime memberships to special individuals.

Section C: Duration

1. Each membership shall be granted through the completion of the current Association year. The Association year begins on September 1st of each year and ends on August 31st of the following year. All memberships expire on the 31st of August each year, with a grace period for the renewal being the first Tuesday in March of the following year. Memberships must be renewed by the conclusion of the March general membership meeting for General Meeting Points to apply for Year End Awards.
2. Any member may withdraw at any time without refund of membership dues or sponsorship monies.

Deleted: February 2008

January 2009

Section D: Admission.

1. An official application form duly approved by the Board of Directors establishes youth membership. This form will provide for all members within a family unit. A family unit is defined as parents and/or legal guardians and those youths 18 years of age or younger who reside with the above named parent or legal guardians in one household. (i.e. no cousins, friends or extended relatives would be allowed on the family membership)
2. All memberships are authorized only after the Board of Directors has approved the official application form and the dues and sponsorship monies of the current Association year have been paid.
3. The Board of Directors will not approve original applications nor accept renewal dues for any membership whose application form is not properly completed or is obsolete due to change, or whose membership would be detrimental to the Association.
4. Any membership not renewed in a sequential year proof of age will be required.

Deleted: <#>Lifetime memberships require no annual dues or sponsorship monies.¶

Section E: Suspension/Revocation

1. Cause for suspension, in general, shall consist of violation of these By-Laws or of the rules and regulations of the Association.
2. Any membership may be denied or revoked at any time with cause and upon recommendation of the Board of Directors.

Section F: Privileges and Responsibilities.

1. All Youth members shall be accorded equal opportunity to participate with activities of the Association subject to the Association rules and regulations.
2. Such member shall pay for any property of the Association willfully broken or damaged by a member. No person shall take for personal possession any property belonging to the Association.
3. The Association assumes no responsibility or liability, and members or their guests can have no claim against the Association, its officers, Board or employees, for any accident, injury, theft, or damage to any person or their property.

ARTICLE IV. Meetings

Section A: Annual Meeting.

1. The annual meeting of the Association shall be held during November at such place and time as the Board of Directors may determine.
2. The annual meeting shall be for the purpose of electing members to the Board of Directors and for the transaction of such other business as may be brought before it.
3. Notice of the annual meeting shall be given to each family unit by mail fifteen (15) days prior to said meeting.

Deleted: The notice of the annual meeting shall include the names of the nominees for the Board of Directors as determined by the Nominating Committee. Nominations can also be taken from the floor from the general membership.¶

Section B: Special Meetings.

1. Special meetings of the Association may be called at any time by a majority of the Board of Directors.
2. The Board Secretary shall call special meetings of the Association within thirty (30) days of the receipt of a written request of fifteen (15) members or parents. The request must be submitted to the Board Secretary and must state the purpose of the Special Meeting.
3. Special meetings of the Board of Directors may be called by the President, or by the Board Secretary upon written request of two or more members of the Board of Directors.

Deleted: February 2008

January 2009

Section C: Meetings

1. It shall be the practice of the Association to hold meetings of the Board of Directors at which the adult Executive Officers preside.
2. It shall be the practice of the Association to hold General Business meetings of the Youth membership in which the Executive Officers preside. There shall be a minimum of five (5) General meetings in the Association year.
3. The Youth Board, if in effect, shall have a minimum of two members presiding at each General meeting.
4. The entire membership and their guest shall be entitled to attend all General meetings of the Association.

- Deleted: Regular
- Deleted: .
- Deleted: a monthly
- Deleted: <#>There will be a minimum of five (5) meetings, and more as called, in the Association year. This shall be the Board of Directors meeting.
- Formatted: Bullets and Numbering
- Deleted: a monthly
- Deleted: This shall be the General meeting.
- Formatted: Bullets and Numbering
- Deleted: There shall be a minimum of five (5) General meetings in the Association year.

Section D: Voting.

1. Active members in good standing shall be entitled to vote at meetings of the Association. Voting may be by the voice, but any member shall have the right to demand voting be by ballot. There shall be no casting of votes by proxy.
2. In those matters requiring a vote of the membership, two (2) officers and ten (10) members in good standing shall constitute a quorum at all Association meetings. A majority vote will carry on those matters requiring a vote of members with the exception of amendments to the By-laws.
3. Each parent/legal guardian is entitled to one vote in those matters coming before the Board of Directors requiring a vote.
4. Each youth member is entitled to one vote in those matters coming before the Youth Board, if in effect, requiring a vote of the youth membership.
5. Each member of the Board of Directors has one vote in those matters requiring a vote of the Board of Directors. A quorum of at least four (4) members and one officer of the Board are necessary to conduct the business of the Association.

ARTICLE V. Finances

Section A: Dues

1. The Board of Directors, at its first meeting, prior to the first General meeting of the Association year, shall establish dues for the ensuing Association year.
2. Dues shall be sufficient to provide for necessary operating expenses of the Association and prior maintenance improvement of its property. Such dues will be payable at the September general meeting of the Association year, and are delinquent if not paid by the conclusion of the March General Membership meeting.
3. The annual dues per family unit will not exceed \$50.00 without the approval of the majority of the parent/legal guardians at a meeting called for this purpose.
4. No dues or sponsor monies or any part thereof shall be refunded or prorated for any reason including membership withdrawal or revocation. Hardship conditions may be considered by the Board of Directors.
5. Failure to pay dues by the conclusion of the March general membership meeting of the Association year will negate all accumulated points from previous General Membership meetings. The points will begin to accumulate following payment of these dues.
6. Annual membership fees will include \$100 worth of Sponsorship monies, per family unit, paid to Little Britches Youth Association prior to the conclusion of the May General Membership meeting.
7. A contestant will not be allowed to accumulate rodeo points until the sponsorship monies have been paid with entry form to the following rodeo. Acceptions for new memberships will be reviewed by the Board of Directors.

- Deleted: r
- Deleted: Membership
- Deleted: the payments
- Deleted: dues
- Deleted: General
- Deleted: Mebershiop
- Deleted: meeing
- Deleted: to the beginning of the first rodeo
- Formatted: Bullets and Numbering
- Deleted: complete
- Deleted: if the
- Deleted: not
- Deleted: .
- Deleted: February 2008

January 2009

Section B: Member Indebtedness

1. Any member failing to pay any indebtedness relative to the Association within fifteen (15) days the occurrence may be suspended, according to the rules of the Article III Section E.
2. Parents/legal guardians shall be responsible for the payment of all charges or Indebtedness that may be incurred by the youth members within their family unit.

Section C: Other Income

The Association shall, from time to time, engage in activities to raise funds for the benefit of the Association. All such activities and all resulting profit or loss shall be duly recorded in the Association financial records.

Deleted: may

Section D: Association Indebtedness

1. The Treasurer shall pay all bills of the Association of less than \$500.00 when they become due.
2. Any purchase shall be approved for payments by Board of Directors vote.
3. All bills, when paid, shall be duly recorded in the Association financial Records and must be accompanied by an original invoice and/or vendors receipt.

Section E: Audit

1. The Audit Committee shall audit the financial records of the Association annually. This is the formal checking of the financial records.

ARTICLE VI. Board of Directors

Section A: Composition

1. The Board of Directors consisting of ten (10) parents/legal guardians, with a maximum of 2 associate members, shall manage this Association.
2. Members of the Executive Board shall consist of President, Vice President, Treasurer and Secretary and have been active members of this Association for more than (90) ninety Days. Associate Members have to of been a member for more than one (1) year to be eligible, and over (21) twenty-one years of age.
3. The Executive Board shall be voted upon by and made up of members of the Board of Directors
4. Participation on the Board of Director under a family membership requires participation of the contestant in 50% of the Rodeos. Exemptions to be approved by the Board of Directors.
5. No two adult members of any one family unit may serve as members of the Board of Directors at the same time.

Section B: Term of Office

1. Each year, three adults shall be elected to the Board of Directors. Each adult shall serve a term of three years.
2. Each officer of the Executive Board shall serve a term of one (1) year. No officer may serve more than two (2) consecutive terms on the Executive Board.

Deleted: February 2008

Section C: Elections

January 2009

Vacancies on the Board of Directors resulting from term of office expirations will be filled by membership election. Nominations to the Board of Directors will be drawn from a list prepared by the Nominating committee. Nominations will also be solicited from the floor.

Section D: Duties

Consistent with these By-Laws, the Board of Directors shall:

1. Have the power to fill vacancies on the Board until the next Annual meeting.
2. Adopt rules, regulations and policies for conducting the business of the Association.
3. Submit at the Annual Meeting a report of the finances of the Association.
4. Designate the Financial Institution in which the funds of the Association shall be deposited and determine the manner in which checks, drafts and other instruments for the Association shall be executed.
5. Call meetings of the proper membership for a vote on those matters requiring a vote of the membership for final determination.
6. Review and approve application for membership and renewals of membership.
7. Elect one of its members as president.
8. Elect one of its members as Vice-President.
9. Elect one of its members as Treasurer.
10. Elect one of its members as Board Secretary
11. No Board member shall occupy more than one position.
12. The Board of Directors shall have the authority to appoint a rodeo secretary if deemed necessary.

Section E: Authority for the use of funds

Nothing in these By-Laws shall be constructed to permit the Board of Directors or any of its members to borrow or pledge the credit of the Association without the specific approval of a majority of the membership at a meeting called for this purpose.

Section F: Removal from Office

1. A petition signed by 10% of the current active membership shall be presented to the Board Secretary or President of the Association. This petition shall state in full the grievance against the Board Member in question. Upon the presentation of the petition complying with the above requirement, the Board Secretary or President shall call the special meeting requested, giving notice of the purpose thereof. At such meeting a vote will be cast by the Board of Directors on the matter and action taken accordingly.
2. By missing or being inexcusably absent from more than two (2) consecutive Board meetings.

ARTICLE VII. Officers

Section A: Election

Within (30) thirty days after the Annual meeting, the Board of Directors shall meet and elect officers for the ensuing year. A President, Vice President, Board Secretary and Treasurer shall be chosen. All officers shall be members of the Executive Board.

Deleted: r

Section B: Succession

In the absence or inability of the Vice President, Board Secretary or Treasurer a Member of the Executive Board shall be chosen by the Board of Directors to act on that office.

Deleted: February 2008

Section C: Presidential Duties

January 2009

The President shall:

1. Preside at all General meetings of the Association and the Executive Board.
2. Subject to the approval of the Executive Board, appoint all committees and be ex-officio member for all committees, except the nominating committee.
3. At the Annual meeting of the Association and at such other times as may be proper, commend to the membership of the Board of Directors such matters and make such suggestions as may tend to promote the prosperity and increase the usefulness of the Association.
4. Insure the "Corporate Agent" registered with the Colorado Secretary of State is maintained.
5. Insure the "Corporate Report" is filed with the Colorado Secretary of State prior to 1 May every year.
6. Insure the "Return of Organization Exempt from Income Tax" Form 990 is filed with the United States Internal Revenue Service prior to 15 May each year.
7. Perform such duties as may be incident to the office of President.

Section D: Vice-Presidential Duties

The Vice-President shall:

1. Act as the President in the absence, inability or refusal of the President.
2. Perform such other duties, as may be indicative to the office of Vice-President.

Section E: Board Secretary Duties

The Board Secretary shall:

1. Conduct the official correspondence of the Association.
2. Preserve the official books of the Association.
3. Maintain an accurate record of the proceedings of the Association, the Board of Directors and committee meetings.
4. File the "Corporate Report for non-profit corporations with the Colorado Secretary of State every year.
5. Submit a written report of the years' work at the Annual meeting.
6. Assist the Treasurer when requested.
7. Perform such duties as may be incident to the office, subject to the direction of the Executive Board.
8. At the expiration of the term of office, deliver to the incoming Board Secretary all books, papers and property of the Association.

Section F: Treasurer Duties

The Treasurer shall:

1. Be responsible for the receipt of the funds of the Association.
2. Keep all monies of the Association deposited in the Association Name.
3. Submit a verbal report of financial status at each regular meeting.
4. Serve as a member of the Annual Audit Committee.
5. File the "Return of Organization from the Income Tax" (Form 990) with the United States Internal Revenue service each year.

ARTICLE VIII. Committees

Section A: Authority

1. The Executive Board shall authorize and define the powers and duties of all Committees.

Deleted: February 2008

January 2009

2. Any and all rules set forth by committees and approved by the Executive committee, will be binding as general by these By-Laws.

Section B: Appointment

The President shall appoint all committees, except the nominating Committee, subject to confirmation by the Board of Directors. Each committee shall have at least three (3) members.

1. **Program Committee**

The Program Committee shall be responsible for the program in instruction and entertainment of this Association. This committee's primary function is to direct the youth members of this organization in an understanding of the objectives and purpose of the Association.

2. **Finance Committee**

The Finance Committee shall be made up of at least (3) three Board of Director Members who will meet in February of the Association year, prior to the Award Committee meeting. Its purpose is to prepare a budget to be submitted to the general membership. Any member for consideration may submit any budget items in writing. This committee will reconvene in July to set a final Awards budget.

3. **Audit Committee**

The Audit Committee shall audit the records of the Treasurer, prepare an audit report for the Executive Board and prepare the "Return of Organization Exempt from Income Tax" (Form 990) for the Treasurer. It shall be a committee of five (5) comprised of two (2) Board Members, one being the Treasurer, and three (3) non-Board members.

4. **Rules and Events Committee**

The Rules and Events Committee shall be responsible for the selection of events for the regular rodeos and for preparation and publication of the "LBYA Rodeo Rules". These rules will be available for the March General membership Meeting.

5. **By-Laws Committee**

The By-Laws Committee shall review the By-Laws each year during February and prepare proposed amendments where required and be available for the March General Meeting.

6. **Awards Committee**

The Awards Committee shall be responsible for planning and the acquisition of awards.

7. **Points Audit Committee**

The points Audit Committee shall meet to review the contestant participation and competition points.

8. **Nominating Committee**

The Nominating Committee shall be appointed by the Board of Directors and shall consist of one Board member and two active members at large, or nominations can be taken from the floor of the general membership. The President shall not be a member of this committee. The list of nominees shall be submitted to the membership at the Annual meeting.

ARTICLE IX. Colorado Laws

These By-Laws are drafted in compliance with the provisions of Article 20, Chapter 31, Colorado Revised Statutes, 1953. Any conflict between these By-Laws and the laws of the State of Colorado, the latter will control.

Deleted: February 2008

ARTICLE X. Rules of Order

January 2009

Robert's Rule of Order, newly revised, shall govern the proceedings of this Association in all cases not provided for by these By-Laws or in standing rules.

ARTICLE XI. Amendments of the By-Laws

These By-Laws may be amended only by Vote of membership. A two-thirds vote of approval of those members present at this meeting is required to amend these By-Laws. Notice of such meetings shall be made during any general monthly meeting and will be voted on at the next general monthly meeting.

ARTICLE XII. Dissolution

In the event of dissolution of this Association, all funds remaining in the Treasury, after payment of all debts and obligations of the Association, shall be given to an organization which qualifies as a non-profit, tax exempt organization under the laws of the State of Colorado and the United States of America.

Deleted: February 2008

January 2009