

**BYLAWS OF THE
BOX ELDER COUNTY 4-H HORSE COUNCIL**

ARTICLE I – NAME OBJECTIVES AND POLICIES

1. The name of this organization shall be:
 - A. The Box Elder County 4-H Horse Council

2. The objectives of the Box Elder County 4-H Horse Council shall be:
 - A. To promote a horse program with emphasis on keeping youth involved in the 4-H program and the horse industry.
 - B. To serve as a decision making body on behalf of 4-H horse clubs in Box Elder County.
 - C. To organize countywide activities to educate members in care, training, and all uses of horses. To aid in improving the abilities of 4-H members and leaders.
 1. Such activities shall include, but are not limited to:
 - a. Horse Shows
 - b. Horse Camps
 - c. Clinics
 - d. Education
 - e. Working Ranch Horse Program
 - f. Snaffle Bit
 - g. Youth Council
 - h. Service Projects
 - D. To set policy and arbitrate disputes on county matters.
 - E. To represent Box Elder County in Regional and State Horse Council issues.

3. The basic policies of the Box Elder County 4-H Horse Council are:
 - A. To provide services to all persons regardless of race, sex, color, religion, national origin or handicap.
 - B. To conduct shows, camps and other activities according to the State 4-H rules and regulations but reserves the right to make changes they deem beneficial to Box Elder County.
 - C. To donate time or money to any program or function that is not detrimental to the 4-H image.

ARTICLE II – MEMBERSHIP, RESPONSIBILITIES AND VOTER PRIVILEGES

1. Membership:
 - A. Membership on the Horse Council shall consist of all acting leaders, 4-H members, parents or guardians, 4-H alumni and interested community volunteers.
 - B. An Executive Committee, made from officers of the Box Elder County Horse Council will oversee all aspects of the Box Elder County Horse Program.
 - C. Members of the Executive Committee will be voted upon by ballot which will be mailed out to each family registered in the horse program each year during the month of September. Votes will be tallied by the current Executive Committee

members and announced at the annual 4-H Horse Achievement Night in November.

2. Responsibilities:
 - A. Members of the Horse Council should attend ALL meetings and play an active role in the planning stages of events.
 - B. Members of the Horse Council should convey messages and news to members who were unable to attend a meeting(s) and encourage them to participate in Horse Council Meetings.
 - C. Members of the Horse Council Executive committee, Sub-Committees Chairpersons and Co-Chairpersons who do not meet and apply with out-lined responsibilities may be reviewed after a formal complaint has been made to the County Extension Agent.
 - D. Special elections may be called by the President to fill any vacated Executive member position. Vacated Committee Chairperson positions will be appointed by the Executive Committee.

3. Voting:
 - A. All families represented at meetings shall have one vote per family. Under special circumstances, such as youth decisions, each youth and/or person present at the meeting shall have one vote.
 - B. Each member of the Executive Committee shall have one vote.
 - C. A simple majority is required for MOST motions to be passed.
 - D. Changes to horse show rules require a two-thirds vote to pass.
 - E. Any changes to the Horse 4-H program are subject to review and approval by the Executive Committee.
 - F. The USU County Extension agent may override any decisions if the change is not in compliance with 4-H rules and standards after presenting proof or evidence to the Horse Council.

ARTICLE III – EXECUTIVE COMMITTEE

1. Membership:
 - A. The officers of the Box Elder County 4-H Horse Council and the USU Box Elder County Extension Agent or staff member make up the Executive Committee.
 - B. Members shall be: President, President-Elect, Secretary, Past-President and Extension Agent or staff member. The President, Vice-President and Secretary of the Youth Council will also serve on the Executive Committee.

2. The duties and terms of the officers shall be as follows:
 - A. President:
 1. Shall be elected to office of President-Elect in previous year. Shall oversee all aspects of the Box Elder County Horse 4-H Program. Will preside over all Horse Council meetings. Will call Executive meetings as well as general Horse Council meetings to order.

2. President must collaborate with Extension Agent or staff member in reserving arenas and Fairgrounds for the year following President's term.
3. All Executive Council members will report directly to the President and all Committee chairs will ultimately report to the President.
4. Committees directly under the President are Horse Camp, Fundraising and Shows. The President shall be an active informed member of these committees.
5. The President will attend ALL Executive and Horse Council meetings. If unable to attend the President must send a proxy or replacement, this should typically be the President-Elect or another Executive officer.
6. The President will become the Past-President member of the Executive Committee the year following their tenure as President.
7. Will have one vote on the executive council.

B. President-Elect

1. Shall be elected by Box Elder County Horse Program members & leaders. Will take over as President the following year.
2. Will preside over meeting in the absence of the President. Will act as President's representative at functions where the president is unable to attend.
3. Will report directly to the President.
4. Committees that report directly to the President-Elect are Education and Youth Council. The President-Elect shall be an active informed member of these committees.
5. Will attend ALL Executive and Horse Council meetings.
6. Will have one vote on the Executive Council.

C. Secretary:

1. This shall be a one or two-year term at the discretion of the elected individual. Will be elected by Box Elder County Horse Program members & leaders.
2. Will take minutes at Executive and Horse Council meetings. Will keep records of all past meetings and maintain files.
3. Will report directly to the President.
4. Committee that reports directly to the Secretary is Working Ranch Horse. The Secretary shall be an active informed member.
5. Will attend ALL Executive and Horse Council meetings.
6. Will have one vote on the Executive Council.

D. State Horse Council Representative

1. Will be elected by Box Elder County Horse Program members & leaders.
2. Will attend all State Horse Council Meetings as our county representative. Will take minutes and report back to the Executive Council
3. Will vote on State Horse Council issues according to the wishes of the majority of county 4-H members and leaders.
4. Will have one vote on the Executive Council.

- E. Past President:
 - 1. Will be most current past president. Will assume position when President-Elect takes over duties as President.
 - 2. Offer advice at the request of any Executive Horse Council member.
 - 3. Will take responsibilities given by the President and perform them.
 - 4. Will attend ALL Executive and Horse Council meetings.
 - 5. Will have one vote on the Executive Council.

- F. USU County Extension Agent or staff member
 - 1. Oversee Horse Program and Executive officers, assisting in any way.
 - 2. The USU County Extension agent may override any decisions if the change is not in compliance with 4-H rules and standards after presenting proof or evidence to the Horse Council.
 - 3. Shall maintain communication between Utah State University staff and programs and the Executive Committee.

ARTICLE IV – STANDING COMMITTEES

Will be added at later time when committee duties have been fully compiled.

ARTICLE V - MEETINGS

- 1. Horse Council Meetings:
 - A. Horse Council Meeting will be held at the convenience of the Executive Council members and will be advertised on our website, at the indoor arena and in the county 4-H newsletter when time permits.
 - B. The time of the Horse Council Meetings will be 7:00 p.m.
 - C. The location of the Horse Council Meetings shall be the Tremonton Extension Office.
 - D. The purpose of the Horse Council Meetings will be primarily business and planning.
 - E. All Horse Council Meetings are open to all members of the Box Elder County 4-H Horse Program, parents, leaders and volunteers.

- 2. Rules Meeting:
 - A. Annual Rules Meeting will take place at the March Horse Council meeting.
 - B. All changes to By-laws, common practices, schedules and Horse Show Rules must take place at this meeting.
 - C. All proposals for changes must be submitted in writing to the Executive Committee 15 days prior to the meeting.
 - D. Must have approval of Executive Committee and Extension Agent or staff member to be taken to vote.
 - E. There will be no rule changes outside of the March Rules Meeting.

1. The only exceptions are to be made by the Executive Committee if a rule is not in working order or if the Committee sees the need for change, by an Executive unanimous vote.

ARTICLE VI – AMENDMENTS TO THE BY-LAWS

1. All amendments or alterations in whole or part toward these By-laws must take place at the March Rules Meeting (refer to Article V, section 2)

ARTICLE VII – HOW REGIONAL AND STATE WINNERS ARE CHOSEN

1. Eight contestants in each age category, Junior, Intermediate and Senior, will be eligible to represent Box Elder County at regional horse shows. The eight will be those with the highest overall scores from two of the three county shows. (Each individual will drop their lowest show score.) In the event of a tie, the test score shall be the tie-breaker. In the event of a tied test score, test questions will be chosen at random until the tie can be broken. If one of the top eight individuals is unable to attend, the person with the next highest score is eligible.
2. Five contestants in each age category, Junior, Intermediate and Senior, will be eligible to represent Box Elder County at the State Individual horse show. The five will be those with the highest overall scores from two of the three county shows. (Each individual will drop their lowest show score.) In the event of a tie, the test score shall be the tie-breaker. In the event of a tied test score, test questions will be chosen at random until the tie can be broken. If one of the top five individuals is unable to attend, the person with the next highest score is eligible.