CONSTITUTION AND BY-LAWS
OF THE NATIONAL YOUTH CUTTING HORSE ASSOCIATION
May 1, 2020

ARTICLE I
NAME AND PURPOSE

Section One. Name.
The name of this association shall be the National Youth Cutting Horse Association, hereafter referred to as the NYCHA. This organization shall be a division of the National Cutting Horse Association (NCHA); shall operate within the scope of the by-laws and regulations of the NCHA.

Section Two. NYCHA Purpose.
- Improve and promote the cutting horse industry.
- Improve and develop the capabilities of youth in the breeding, raising and showing of cutting horses.
- Develop scholarship, leadership, community interest, and participation of youth interested in cutting horses.
- Provide our youth with the tools to help them become successful today and in the future.
- Encourage moral character, sportsmanship, and clean living among all its members.
- Allow the youth members to learn about the leadership of the NCHA by working in conjunction with the NCHA Youth Committee and the NCHA Executive Committee and Regional Directors.
- Acquaint the youth members with the structure and functions of the NCHA.

ARTICLE II
MEMBERSHIP

Section One. Voting Member.
Any youth, 18 years of age and under as of June 1 of the membership year, actively interested in horses is eligible to be a voting member. A junior youth shall be age 13 or younger as of June 1, and a senior youth shall be age 14 to 18 as of June 1. A youth shall not carry a status in the NCHA of trainer. A youth member shall also not be married.

Section Two. Voting Privileges.
Members shall have the privilege of voting in the election of officers and Regional Director, however, that no such member be delinquent by reason of non-payment of dues or suspended membership privileges. Member shall not be entitled to vote while such delinquency continues.
Section Three. Conduct and Behavior.
All NYCHA members must abide by the NCHA rules of conduct as described in the NCHA Official Handbook of Rules & Regulations. Membership and election to office in NYCHA is a privilege, not a right, which may be terminated or refused for cause detrimental to the interest of the NYCHA, its programs, policies, objectives, and harmonious relationship of its members.

Activities deemed detrimental to the interest of NYCHA include, but are not limited to, the use of alcohol, drugs, tobacco products and immoral or lewd conduct. Regardless of the permissive laws of your state/country or indulgence of your parents or legal guardian, use of the above-mentioned products or happening of such conduct is not permitted while representing the National Youth Cutting Horse Association, or the NYCHA. SUCH BEHAVIOR WILL NOT BE TOLERATED UNDER ANY CIRCUMSTANCES. ANY YOUTH FOUND OR REPORTED TO BE DIRECTLY OR INDIRECTLY ASSOCIATED WITH DETRIMENTAL ACTIVITIES WILL IMMEDIATELY BE REMOVED FROM THE EVENT AND, AT HIS OR HER PARENTS' OR GUARDIANS' EXPENSE, BE SENT HOME. No questions asked, no second chances. All offences will be fully investigated by the NCHA Youth Committee and the incident will be reported to the youth’s parents or guardian. A hearing before the Committee will be scheduled, at which the youth will have the opportunity to present evidence on his/her behalf. Please refer to the NCHA Official Handbook of Rules and Regulations for the entirety of the NCHA Mission Statement, motto and code of conduct.

ARTICLE III
Membership Dues

Section One. Membership Dues.
Membership dues are set by the NCHA. These dues are payable on January 1st of each year, however, must be paid by the annual youth convention each year prior to election to have voting privileges.

Section Two. By-Laws.
All members are expected to abide by the Constitution and By-Laws regardless of whether they choose to read them.

ARTICLE IV
MEMBERSHIP MEETINGS

Section One. Membership Meetings.
There shall be membership meetings of the NYCHA during the NYCHA Convention held in conjunction with the NYCHA World Finals, and Scholarship Cutting, at both the Eastern and Western Nationals and during the Open Finals weekend at the NCHA Futurity.
ARTICLE VI
OFFICERS

Section One. Elective Officers.
The elective officers of this association shall be a Junior/Senior President, Junior/Senior President - Elect, Junior/Senior Vice President, Junior/Senior Secretary, and Junior/Senior Reporter.

Section Two. Election Process.
The elective Vice President of the association shall be elected from the membership and must have served at least one year as a Regional Director or Area Director. Regional or Area Directors who wish to run and meet the requirements must submit their application and bio by June 1st. Such election shall be by secretive ballot online and run from June 15th through the general membership meeting at the NYCHA Convention.

Section Three. Term of Officer.
Each elected officer shall take office immediately following the NYCHA Convention. The Vice President will be the only elected position besides the Secretary/Treasurer and Report to be voted on. The Senior Vice President shall serve for a 3-year term, moving up to the President - Elect, and finally the President position. The Senior Secretary/Treasurer and Senior Reporter will sever a one-year term.

All Junior Officers will serve a one-year term.

Section Four. Vacancies.
Vacancies in any office may be filled for the balance of the term thereof by election of the Senior Officers with a special meeting, (Video Conferencing).

ARTICLE VII
OFFICER RESPONSIBILITY

Section One. Duties of the Officers. The following are the duties of the officers of this organization:

SENIOR PRESIDENT The President shall be the chief executive officer of the Youth Association and shall have general supervision of the affairs of the Association. The President shall submit to the members annually at their Youth Convention meeting a report of the status of the Association and its activities during the preceding year. The President shall have these, other and future duties and authority as may be prescribed elsewhere in this constitution. The President shall be a senior youth member.
Section One. Committees.
The President shall serve as Chairman of the LEAP Committee and monitor the success of the program. The President will meet with the Senior NYCHA Youth Board of Directors which consist of Senior Officers and Senior Regional Directors to discuss LEAP and revise the LEAP form yearly.

The President shall appoint all committees of the Youth Association that involve youth business. Committees will consist of one Senior Officer and two Regional Directors. The President has the ability to assign a Senior Youth Area Director in place of one Youth Regional Director.

Other committees that could be considered, but not limited to are:
  NYCHA By-Law Committee
  NYCHA Rules and Regulations Committee
  NYCHA Fund Raiser Committee
  NYCHA Educational and Leadership Committee
  NYCHA Recruitment Committee
  NYCHA Scholarship Committee
  NYCHA Show and Event Committee

All recommendations must be approved by the Youth Board of Directors, Youth Director and presented to the Youth Community prior to April 1st to be placed on the agenda of the NCHA Convention for discussion.

Section Two. Communication.
The President will write a “President’s Message” for the NYCHA Monthly Newsletter and monthly in the Chatter Magazine.

It is also important for the President to communicate with other officers and Regional Directors frequently and encourage them to fulfill the duties of their office.

Section Three. Representative.
The President shall represent the NYCHA if any of the NCHA committees having questions about the youth program or how a decision they might make could affect the youth organization and serve as the representative of the NYCHA to outside organizations or other youth groups.

a) PRESIDENT - ELECT The President - Elect shall, in the absence, disability or inability of the President to act as the President, perform the duties and exercise the powers of the President, and shall perform such other duties as the President shall from time to time prescribe. The President - Elect shall be a senior youth member.
**Section One. Recruitment, Education and Leadership Programs.**
The President - Elect shall also act as the primary recruiter and educator of the NYCHA membership, and recruiter to fill vacancies in the Regional Directors. The President – Elect will chair the Recruitment Committee, Educational Committee and Scholarship Committee.

**Section Two. Grant & Scholarship Programs.**
The President - Elect shall also preside over the Education Grant & Scholarship Programs and encourage Regional Directors to communicate to their Area Directors about conducting youth cutting, judging or other clinics in their area, applying for an Educational Grant if financial assistance is needed.

The President – Elect will work with the NCHA Foundation staff to create more opportunities for members to obtain more educational/leadership and show scholarships.

**Section Three. Events.**
Assist the Youth Director in preparing for the youth Grand Entry at the Eastern National Championships, the Western National Championships, and at the Summer Scholarship Cutting along with any other events that should present itself.

**Section Four. Communication.**
The President Elect will also be responsible for submitting educational/leadership articles, NYCHA stories, Progress reports on committees to be published in the NYCHA Monthly Newsletter.

b) **VICE PRESIDENT** The Vice President shall, in the absence, disability or inability of the President and President - Elect to act as the President, perform the duties and exercise the powers of the President, and shall perform such other duties as the President shall from time to time prescribe. The Vice President shall be a senior youth member.

The Vice President shall also act as the primary fundraising officer of the NYCHA and chair the Fund-Raising Committee. The Vice President shall preside over all national NYCHA fund raisers.

**Section One. Fund Raising Programs.**
The Vice President shall also preside over-all Fund-Raising Programs and encourage Regional Directors to communicate to their Area Directors about participating all fund raisers that will benefit their area and the youth program.

**Section Two. Fund Raising Committee.**
The Vice President from the direction of the President shall Chair the Fund-Raising Committee along with two Regional Director.

Stallion Service Program, the Fund Raising Committee shall work closely with the Youth Director to help compile a list of breeders who stand cutting stallions to the public, contact stallion owners by phone, mail and/or email to request donations to the Stallion Service Program, follow up with owners to make sure they have paperwork completed and mailed, email or faxed to the NCHA office in a timely manner.

The Vice President shall also work with the Youth Director and encourage members to participate in soliciting donations all other fund raisers when applicable and serve as the committee chair for any other fundraising events that are held. The Vice President will submit fundraiser updates to the Youth Director.

c) **SECRETARY/TREASURER** The Secretary shall attend all Officers meetings including but not limited to Regional Directors meeting and shall record, or cause to be recorded, all votes taken and the minutes of all proceedings in a document that will be sent to the Youth Director, of the Association. Documents to be kept on the NYCHA electronic shared folder.

The Secretary shall have the principal responsibility to give, or cause to be given, notice of all meetings of the Officers, Regional Directors, but shall not lessen the authority of others to give such notice as provided in this constitution.

The Secretary shall also take on the responsibility of the Treasurer and work closely with the NCHA Chief Financial Officer. Reporting on the financial status of the NYCHA shall occur at the NCHA Youth Convention, Youth Convention every year and quarterly in the Youth Monthly Newsletter.

d) **REPORTER** The Reporter shall have the responsibility of reporting on the activities of the NYCHA in the Youth Connection in the NCHA Chatter and the NYCHA Monthly Newsletter. The Reporter shall also recruit Regional and Area Directors to write regional and area articles for the Youth Connection/NYCHA Newsletter. The Reporter shall also serve as historian and shall maintain the website and update all necessary information of the activities of the Association.

e) **JUNIOR OFFICERS** The Junior Officers shall have the responsibility of coordinating with the Senior Officers in their held position, take direction from them and take on all responsibility determined by the Senior Officers. They will have no voting power and travel expenses will not be covered by NYCHA. Must have served as a Regional and/or Area Director one year prior to election.
ARTICLE VIII
REGIONAL DIRECTORS

Section One. General.
There is hereby created an NYCHA Regional Directors consisting of one representative in each of the eight regions.

The Regional Directors along with the Senior Youth Officer will consist of the NYCHA Youth Board of Directors.

Section Two. Meetings.
The NYCHA Regional Directors shall meet whenever called by direction of the President, two members of the NYCHA Regional Directors acting jointly, the NCHA Youth Committee, or the NCHA Youth Director. The President shall give at least three (3) days’ notice of such meeting, unless deemed an emergency and approved by the Senior Officers.

Section Three. Power.
No decisions shall be considered final until Senior Officers and Senior Regional Directors, (Board of Directors) approve a decision by a vote of 2/3rd of the Board.

Section Four. Responsibility.
The Regional Directors will work closely with Senior Officers to help grow the NYCHA to a level of excellence, work with the Area Directors on item to strengthen the NYCHA membership, to help Area Directors with grant opportunities, scholarships, education and leadership, fund raisers and any other projects to continue the excitement and the NYCHA.

Regional Director shall be a senior youth member.

ARTICLE IX
AREA DIRECTORS

Section One. Duty of Area Directors.
Duties of Area Directors shall be to act on all matters involving youth membership in their area and the responsible for all youth activity programs of the association. Area Directors will be responsible for meetings, assisting in fundraising and recruiting new members. They shall receive the rules of the association governing the scope of their responsibilities at least once annually, and whenever deemed necessary, make recommendations to the NYCHA Youth Board of Directors for modification of the rules and shall perform such other duties as the President may so direct. These meetings can be in person and/or conference call.

Section Two. Vacancies.
Any vacancy that may occur will be selected by the Regional Director.

**Section Three. Area Directors Meetings.**
Area Directors shall meet twice a year at their local shows and update the membership on the current affairs of the NYCHA.

**Section Four. Area Director’s Terms.**
Youth Area Directors will serve one-year terms. A member applying for an area director position must be an eligible youth member in the year they will serve. They must be at least age 10 as of June 1st, the prior year to the term they will serve. The term of service will be from the end of Youth Convention Week, July to the end of the following Youth Convention Week, July.

**ARTICLE XII**
**COMMITTEES**

**Section One. General.**
The President shall annually appoint such standing committees as required by the Bylaws and such additional committees as he or she may find necessary. All committees shall consist of one Senior Youth Officer, Chair, two Regional Directors appointed by the President. All such committee appointments shall be reported weekly to the President. The President shall appoint and reject any appointments in whole or in part or terminate any special or standing committee. If no action is taken the appointment shall stand approved.

Committees to be establish are:
- Membership Growth
- Leadership
- Fundraising/scholarship
- Community Outreach

**Section Two. Term of Office.**
Each member of a committee shall serve on the committee until the completion of the current term of the President, unless the committee shall be sooner terminated, the committee member resigns, or the committee member is removed by the vote of the majority of the NYCHA Youth Board of Directors.

**Section Three. Committee Vacancies.**
If a vacancy occurs on a committee, then the President shall immediately appoint another Area Director to fill the committee.

**ARTICLE X**
**DECISION MAKING PROCESS**

**Section One. General.**
All major decisions affecting the NYCHA membership must be approved by the NYCHA Youth Board of Directors, NCHA Youth Committee, and the Youth Director.

**Section Two. The NYCHA Youth Board of Directors Approval.**

In order to approve a decision, the item must be presented to the NYCHA NYCHA Youth Board of Directors for feedback and pass a vote of the NYCHA NYCHA Youth Board of Directors by a majority of the committee at the regularly scheduled meeting or at the NYCHA Convention where a quorum has been met, or at both the Eastern and Western Nationals. For the decision to be considered by the NYCHA Youth Committee, it must have been approved by the Youth Board of Directors.

**Section Four. NYCHA Committee Approval.**

The NCHA Youth Committee will take up all decisions for consideration from the NYCHA Area Directors at the Youth Committee meeting at the NCHA Convention in June.

**ARTICLE XIII**

**NYCHA AWARDS**

**Section One. L.E.A.P.**

The Levels of Excellence Award Program is an NYCHA member’s ticket to reaching the Youth Hall of Fame. LEAP is a "levels" program created in 1994 that allows youth members to accumulate LEAP points throughout their Youth career, earning awards and recognition as they climb the ladder of success. LEAP points are earned through participation in NYCHA in many categories such as attending workshops; promoting the sport of cutting by writing a NYCHA Monthly Newsletter or Chatter articles or giving a demonstration; or helping with fundraisers in addition to points earned in the cutting arena. The LEAP Program will be weighted for the scholarship application selection for the NCHA Foundation. The higher the level the more consideration for the selection process. The program was designed to give youth in the cutting horse family a way to participate in youth activities even if they were not showing cutting horses.

**LEAP Awards Levels:**

- **Initial (1,000 pts.)**
- **Bronze (2,500 pts.)**
- **Silver (5,000 pts.)**
- **Gold (7,500 pts.)**
- **Platinum (10,000 pts.)**
- **Diamond (15,000 pts.)**

These awards are presented individually to the youth during their NYCHA Youth Convention Awards Banquet held at the Summer Cutting Spectacular in Fort Worth, Texas, usually in
July. A six-year old member could potentially reach the first level of accomplishment (1,000 pts.) and accept a LEAP award without ever competing in the cutting arena.

Section Two. Outstanding Area Director Program.
An O.A.D. Program Checklist will be mailed out in May each year to all NYCHA Area Directors. For points to be considered, it is the responsibility of the area director to mail in the O.A.D Program Checklist for the prior year term of service, June – May. The program check list should be mailed to the NCHA, Youth Department, and postmarked no later than June 15th. Award recipients will be recognized at the NYCHA Awards banquet in July of that year.

Once an Area Director has fulfilled all of their regular director duties, they can go about earning points towards the O.A.D. Program Award. It is up to each director to keep up with any additional points collected for such things as recruiting members, collecting stallion services for the NYCHA Stallion Service Program, selling raffle tickets, attending NYCHA meetings and submitting articles to the Chatter or NYCHA YMonthly Newsletter and submit them to the NYCHA, Youth Department.

The O.A.D point system is as follows: (beyond the requirements of LEAP)
- Each Stallion Donation Obtained 10 Points
- Each Raffle Ticket Sold 10 Points
- Each New Youth Member Recruited 10 Points
- Each NYCHA Meeting Attended 10 Points
- Each Article Submitted to the Chatter 10 Points Awards

Section Three. Friend of NYCHA.
The Friend of NYCHA is a recognition program for donors and supporters of NYCHA who have made a significant financial or personal contribution to NYCHA.

There have been many people who have played an important role in the continued growth and success of the youth association; the creation of the "Friend of NYCHA" award will provide much deserved recognition to those individuals and NCHA corporate sponsors who have "made it happen" year after year. The award will be given annually during the NYCHA awards banquet to youth supporters who have exhibited a long-term commitment to the success of the youth program. If you would like to nominate someone who has made a significant contribution at the national level -- either financially or through personal effort -- please send a written nomination (a brief summary of the nominees’ contributions) to NCHA no later than June 1 each year. For more information contact the NCHA Youth Department.

Honoree(s) must contribute to NYCHA at a national level that potentially benefits all youth members. Examples of potential honorees:
- Scholarship donor
• Long time stallion donor
• NCHA Corporate sponsor
• Youth Committee members
• Trainers that work with a large number of youths
• Show secretaries that make a significant contribution to the youth activities
• NCHA Regional Directors members

Nominations must be made in writing and received in the NCHA office by June 15th each year. Nomination should include a brief summary of nominee’s contributions, changes implemented and/or results achieved.

Section Four. *NYCHA Rookie of the Year.* Rookie of the Year Junior Youth Rookie of the Year Award will go to the highest point earning Youth for the point year in the Junior Youth Division. Senior Youth Rookie of the Year Award will go to the highest point earning Youth for the point year in the Senior Youth Division.

AWARD: $1,000 Scholarship and a Rookie of the Year buckle.

ROOKIE CRITERIA: To be eligible a rider must not have won greater than 15 points or $500 in any cutting earnings or equine association.

Section Five. *NYCHA Hall of Fame.*

Current NYCHA Hall of Fame Criteria, ends June 1st, 2022.

Standards adopted by the Youth Regional Directors/Youth Committee at the Youth Workshop 12/98: To be considered for the Youth Hall of Fame, a youth must:
• Be out of youth (18 years of age or more on June 1—youth are still eligible to compete at National Championships in the 19th year)
• Have accumulated 100 Riders/Show Points in cutting accomplishments (see point system below)
• Have been in Top Ten Youth World Standings or Finalist at Eastern, Western or Summer Spectacular at least once
• Allow double points for World Standings (20 Points vs 10 for Champion)
• Must be enrolled in LEAP to be eligible
• June 2000 minutes: Must have a high school diploma or GED equivalent
• June 2001 minutes: Must have achieved at least the Gold LEAP Level (7,500 points) to be eligible (effective 2004)
• Served as NYCHA Officer/Director at least one term
• Applications due June 1st
• Point System:
  • Youth World Top Fifteen
    ◦ Champion - 20 Pts
- Reserve Champion – 18 Pts
  - Placing 3-15 – 10 Pts
- Area Top Ten
  - Champion – 10 Pts
  - Reserve Champion – 9 Pts
  - Placing 3-10 – 5 Pts
- Eastern or Western National Championships
  - Champion – 10 Pts
  - Reserve Champion – 9 Pts
  - Placing 3-15 – 5 Pts
- Summer Spectacular
  - Champion – 10 Pts
  - Reserve Champion – 9 Pts
  - Placing 3-15 – 5 Pts

**New NYCHA Hall of Fame Criteria, effective 2019/2020 season**

Standards adopted by the Youth Board of Directors/Youth Committee at the Youth Workshop 5/2019

To be considered for the Youth Hall of Fame, a youth must:
- Out of High School for one full year and must have a high school diploma or GED equivalent
- Have accumulated 150 lifetime youth points
- Served as NYCHA Officer/Director at least one term
- Must be enrolled in LEAP to be eligible
- Must have achieved at least the Gold LEAP Level (7,500 points) to be eligible
- Applications due June 1st

**Section Six. The Todd Drummond Award.**
The Todd Drummond Memorial Award is presented annually to an outstanding youth member nominated by an NCHA Affiliate. The youth member will be recognized for:
- Scholastic Achievement
- Extracurricular Activities
- Cutting Horse Involvement

The recipient of the Todd Drummond Award receives a trophy buckle, presented during the NCHA World Championship Futurity each December in Fort Worth, Texas.

We encourage everyone to participate in the nomination process. Affiliates must send their nomination and information to the NCHA Office.
If you know a youth member that you think deserves the award, please contact your affiliate president or secretary right away. If you have any questions about the award, please do not hesitate to contact Jim Bret Campbell or Pam Robison at the NCHA office (817) 244-6188.

ARTICLE IXX
NYCHA SCHOLARSHIPS

Section One. Application.
The NCHA Foundation scholarships deadline is postmarked date of May 15th each year. Executive Director and the Youth Director will determine eligibility for each applicant to be judged. The judging will take place prior to May 31st each year, report send to NCHA Foundation immediately following selection process. Recipients will be notified shortly thereafter. Selection Committee for scholarships shall be made up of; a selective non-basis independent committee made of individuals having no vested interest in the NCHA, NYCHA or the NCHA Foundation.

Section Two. Scholarship Payments.
Scholarship Request form is to be submitted to the NCHA Foundation Executive Director two weeks prior to due date to ensure no late fees. It is the responsibility of the student to send all required backup materials and correct mailing address. Requests for NCHA or Affiliate scholarships will not be paid out exceeding the tuition amount per semester. NCHA Foundation scholarships will be split equally into two semesters. If the scholarship money is used for books a maximum of $250.00 per semester is allowed.

Section Three. Scholarship Expiration.
NYCHA member have until their 25th birthdates to use scholarship monies from NCHA. If not taken advantage of they will be released at the end of that to be used again for scholarships.

ARTICLE XX
PARLIAMENTARY PROCEDURE

Section One. Parliamentary Procedure.
All meeting of this organization shall be conducted according to Robert’s Rules of Order.

ARTICLE XXI
AMENDMENTS

Section One. Amendments.
The Constitution and the By-laws of this Association may be amended at the at the NYCHA Youth Convention by a two-thirds vote of the NYCHA Youth Board of Directors. The NCHA Youth Committee must also approve all amendments.
Mattie Dukes  
Senior Youth President

Chaser Crouch  
Senior Youth President Elect

Claire Shelton  
Senior Youth Vice President

Brinley Lippincott  
Senior Youth Secretary/Treasurer

Faith Correll  
Senior Youth Reporter

Michael Simmons  
NYCHA Youth Director