
CHAPTER 5: COMMITTEE RULES AND PROCEDURES
COMMITTEES, BOARDS, PANELS AND COMMISSIONS. (BOD 11/06)

All AHA programs and events deadlines must be met as specified, whether submitted by postal service, fax, e-mail, internet or other electronic means.

References to Committees includes Committees, Commissions, Boards, Panels, Ad Hoc's and Task Forces.

MEMBERSHIP

For membership requirements refer to Chapter 7.

ARTICLE 501. GENERAL RULES.

1. The committees of Arabian Horse Association (AHA) serve a very important function in the membership communication process. The measurable success of the organization is based upon the activity and energy of these groups. To those who serve, AHA expresses appreciation for their dedication.
2. If you are interested in serving on any committee,
 - a. Committee chairs/members must be members of AHA unless the committee description and make-up are prescribed otherwise.
 - b. You should first determine how frequently that committee meets and
 - c. Whether you are willing to make the commitment of time, energy and money required to attend those meetings. No reimbursements will be made or budgeted for any individual expenses in conjunction with the AHA Annual Convention.
 - d. Ask your Regional Director for guidance before signing up.
3. The duties of committee members are,
 - a. Identify issues of concern that should be brought to the committee.
 - b. Represent the concerns of the members of Member Organizations in the Region to the committee.
 - c. Heighten awareness of relevant issues, stimulate input and plan appropriate projects, gather ideas and information.
4. The administration of AHA rules, policies and procedures, and all business transactions including but not limited to contract negotiations, budgeting and the handling of funds, will be the responsibility of AHA staff with the approval of the Executive Committee and Board of Directors (BOD) of AHA. (Refer to Article 501.13. through 19.)
5. The Agenda and Resolutions Committee shall make referrals of proposed resolutions and the Convention agenda to committees. The failure of a committee to report on a proposed resolution referred to it shall be construed as a recommendation for the resolution.
6. All committees will submit a written report on the Committee Report form provided by the AHA office to the Board of Directors a minimum of three times a year. These Committee reports are due thirty days prior to the last three Board meetings of each year, with the exception of those committees that meet in conjunction with the AHA Board meeting who will submit their report at that time.
7. All members of committees will adhere to the AHA Code of Ethics and Sportsmanship Conduct and the AHA Member Code of Conduct at all times.
8. All committees and their members will adhere to the rules, policies and procedures of AHA at all times. Exceptions must have prior approval of the Executive Committee or Board of Directors of AHA.
9. No Committee Chair on behalf of a Committee shall make a recommendation to the Board of Directors without first having received the required number of votes of that Committee on any item of business either in person, mail or other forms of communication, and all recommendations shall be accompanied by an actual tally of the votes received. (Res. 41-74)
10. Duties of the Committee Chair are,
 - a. Work with the other Committee members to address concerns and carry out projects throughout the year.
 - b. Be a catalyst to facilitate communication to and from the Regions and Member Organizations.

- c. Send a communication to all Committee members at least once during the period between AHA Annual Conventions to insure that information regarding committee work is getting to those who have signed up on the Committee Sign-up form.
 - d. Committee Chairs and Committee Members are also encouraged to communicate by phone, fax, e-mail and the Internet.
11. In October 1984, the AHA Board of Directors approved the following criteria for all committees not elected by the Board of Directors or the Convention Delegates: Persons serving on a committee will be dropped if they miss one meeting during the year unless a Regional Director makes a specific appeal.
 12. Failure to comply with any of these policies may result in the termination of an individual's responsibilities as a committee member at the discretion of the AHA Board of Directors.

CONTRACTS AND VERBAL ISSUES

13. No officer, member, employee, or agent of AHA acting on behalf of AHA may enter into any transaction for AHA in which such person or any member of such person's immediate family (as defined by USEF) has a direct or indirect financial interest without prior approval of the Board of Directors after a full disclosure of the facts.
14. No officer or director of AHA shall vote on any matter in which such person or any member of such person's immediate family (as defined by USEF) has a direct or indirect financial interest or a direct personal interest without prior approval of the Board of Directors after a full disclosure of the facts.
15. When designated confidential, any information or material given or distributed to the officers, directors and/or committee members (as defined in Chapter 5.) of AHA shall be kept confidential and not further passed on or disseminated.
16. Contracts and Agreements.
 - a. Contracts and agreements which exceed the signature authority of staff in terms of monetary value or have duration of more than one year shall be referred to the Executive Committee or the President for prior approval.
 - b. All contracts and agreements must be signed by the President and/or the Executive Vice President or, in matters pertaining to the Judges and Stewards Commissioner's office, by the President and/or the Judges and Stewards Commissioner.
 - c. All contracts and agreements must be maintained at the Association's headquarters. AHA will not be responsible for or rely upon verbal agreements.
 - d. Non-financial agreements such as trades or exchanges that have a monetary value over \$50 must be documented. All such agreements (verbal, trades, or exchanges) must be documented and confirmed in writing by the appropriate authorities representing both parties.
 - e. All contracts pertaining to an AHA National Championship Show must be reviewed and approved by the appropriate show commission prior to the contracts being presented to the President, Executive Committee or Executive Vice President for approval. This process must be done in a timely manner so the President, Executive Committee or Executive Vice President has a minimum of fourteen days to review and discuss the contracts prior to their discussion for final approval.

BUDGETS

17. Compliance with budgets is the responsibility of both the respective Chair and staff liaison. Budgets will be adhered to by all committee members and closely monitored by both the Chair and staff liaison. Anticipated or needed expenditures in excess of budgeted amounts must have prior approval of the Executive Committee or Board of Directors of AHA. Events or changes that negatively impact the Association's fund balance must be reported immediately to the Executive Committee.
18. All documents and records pertaining to the Association's business will be maintained at the Association's headquarters. Any member in possession of applicable documents and/or records must forward them to the respective staff liaison or the Executive Vice President in the Association's headquarters.

19. All Association bank accounts will be established by and maintained at the Association's headquarters. All funds will be handled by AHA staff in accordance with established accounting procedures under the direction of the AHA Treasurer. No committee or any of their members shall approve or make arrangements for the handling of funds outside of these established accounting procedures.

EFFECTIVE DATE OF BOARD MOTIONS AND RULE CHANGES

20. Motions regarding rules and other actions which affect the AHA Handbook should become effective in the next year when included in the Handbook.
21. Motions affecting policies, practices, and procedures become effective at the close of the Board meeting subsequent to when they were passed.
22. Motions which concern acknowledgements of accomplishments, direction to staff or committees, position statements and other similar motions which do not affect policies or the Handbook should be effective when passed.
23. If 2/3 of the Board feel a motion is extraordinary it may be passed with an immediate effective date.
24. Beginning in 1999, the August Board meeting will be the last meeting for rule changes, unless deemed extraordinary, that are passed by the Board of Directors to be incorporated in the following year's AHA Handbook.

VACANCIES

25. Except where vacancy procedures are specifically defined in the AHA Handbook:
 - a. All vacancies on committees elected by the AHA Convention Delegates will be replaced by the person with the next highest votes received by the vote at that Convention and if none, will be elected by the Board of Directors at its next regular meeting;
 - b. All vacancies on committee elected by AHA Board of Directors shall be replaced by election of the AHA Board of Directors at its next regular meeting;
 - c. All vacancies on committees appointed by the President will be replaced by the President.
 - d. All vacancies of Purebred Arabian Trust appointees will be replaced by the Purebred Arabian Trust.

QUORUM

26. For all committees doing business in person or by conference call, a quorum shall be 10 members of the committee or 50% of the committee membership, whichever is less. (Note: Some committees have a different quorum stated in their charter. In those cases the existing quorum requirement remains unchanged.)

ARTICLE 502. APPOINTED COMMITTEES.

1. Appointed committees serve at the pleasure of the AHA President who is an ex-officio member of these groups. The President may designate a representative to be a member.
2. Committee chairs are appointed by the President and serve at the pleasure of the President unless prescribed otherwise by committee description. All committee chairs automatically expire at the end of each AHA Convention unless otherwise stipulated.
3. Any Committee Chair that fails to chair a scheduled meeting and has not provided for a substitute is automatically terminated as Chair.
4. This is an annual process.
5. Members appointed to committees are to be selected from the volunteers who are most willing, able, and qualified to participate, and there is to be no arbitrary limitation to the number of members from each or any Region (other than a limit to the total membership of the committee) that can be appointed to any AHA Appointed Committee. (Res. 12-88)

DEFINED COMMITTEES APPOINTED BY PRESIDENT

Committees that have a definition and a limitation of members:

Agenda and Resolutions Committee

Budget & Finance Committee (One member appointed by Purebred Arabian Trust, One member appointed by Arabian Breeders Sweepstakes Commission)

Competition Advisory Committee

Cutting Committee

Legal Review Committee

National Event Operational Procedures Committee

Planning Committee

USEF Arabian Division Committee

Ad Hoc Committees

PUREBRED ARABIAN TRUST APPOINTMENTS

Three members of the Market Development and Promotion Committee

Six members of the Racing Commission (Arabian Jockey Club Executive Committee)

Three members of the Registration Commission (Arabian Registry members)

One member of the Budget & Finance Committee

ARTICLE 503. NON-ELECTED COMMITTEES

Any AHA member wishing to serve as a Non-elected Committee Member to be included in the AHA Handbook must fill out the Committee Sign-up form or complete the committee sign-up on the AHA website.

NON-ELECTED COMMITTEES

(Committees having 20 or more members in the prior year. ****Committee Chairs from 2006 to remain as Chair for 2007**)

Amateur Committee

Annual Convention Planning Committee

Awards Committee

Bylaws Committee

Competitive Trail Ride Committee

Dressage Committee

Endurance Ride Committee

Equine Stress/Research & Education Committee

Equitation/Showmanship Committee

Eventing and Driving Committee

Hunter/Jumper Committee

Membership Committee (President Appoints Chair - see AHA Bylaws Article IX, Section 1.)

National Championship and Regional Classes Committee

Professional Horsemen Committee

Sport Horse Committee

Working Western Horse Committee

Youth Committee

TERM OF OFFICE

Non-Elected Committee Members and Chairs serve for one year. Annual sign up is required by completing an AHA Committee Sign-up (form or web) to continue serving in the upcoming year.

ARTICLE 504. ELECTED COMMITTEES.

1. Anyone wishing to serve on any of the elected committees must submit a resume to their Regional Director no later than September 1 of each year.
2. Each Regional Director shall consider the information and may make nominations for these committees prior to the AHA Annual Convention. In order to have copies of resumes available for delegate packets and names printed on the ballots, each Regional Director shall forward all nominations and resumes to the AHA office by September 15 of each year.
3. Election is held at the AHA Annual Convention. Some committees have certain criteria for membership. For example, no more than one member per Region, a member must be an attorney, etc.

ELECTED BY THE CONVENTION

Commissioner's Review Panel

Ethical Practice Review Board (Nominations may only be made by a Director of the AHA Board.)

Judges and Stewards Selection Committee

Nominating Committee

Probable Cause Panel

MEMBER ORGANIZATION PROCEDURES FOR BOARD ELECTED POSITIONS

4. Convention Delegates requested that their Member Organizations have more input into the board elected positions. As a result, the following procedure has been adopted:
 - a. Step 1: April 1. All Member Organization presidents will be notified prior to April 1 of each year that they may put forth the name of a qualified individual for consideration by the Executive Committee. A job description will be enclosed with the notification which will detail the time involved, the experience necessary, and other facts relative to election to the committee involved. The presidents will also be notified that a thorough resume must accompany each nomination.
 - b. Step 2: June 1. All nominations must be sent to the AHA office and postmarked/electronic transaction dated no later than June 1. A nomination will not be accepted if it is not accompanied by a thorough resume for the person nominated.
 - c. Step 3: June 10 (or first workday following June 10). AHA staff will have assembled and have ready for distribution the names of the nominees and their resumes.
 - d. Step 4: June 10-July 1. The Executive Committee members will review the nominees and their resumes for the committees during the first two weeks of July. (BOD 8/05)
 - e. Step 5: The Executive Committee will determine a suitable selection procedure. No more than three candidates shall be selected. The selected candidates will be added to the ballot to be voted on by the Board of Directors. Their resumes will be distributed to the Board of Directors with the resumes of those nominated by BOD members.

ELECTED BY THE BOARD OF DIRECTORS

AHA Futurity Commission

Canadian National Show Commission

Delinquent Payment Hearing Board

Education/Evaluation Commission

Internal Audit Committee

Arabian Breeders Sweepstakes Commission

Sport Horse National Show Commission

U.S. National Show Commission

Youth National Show Commission

Three members of the Market Development and Promotion Committee

Three members of the Registration Commission (Half-Arabian/Anglo-Arabian Registry members)

ELECTED BY LICENSED JUDGES AND STEWARDS

Judges and Stewards Steering Committee

ELECTED BY ARABIAN HORSE YOUTH ASSOCIATION (AHYA) MEMBERS

AHYA Board

COMMITTEES, COMMISSIONS, BOARDS AND PANELS

ARTICLE 505. AGENDA AND RESOLUTIONS COMMITTEE. (Res. 18-88)

This committee shall be a three member committee appointed by the President, serving three-year terms with one term ending each year. Terms of office shall be April 1 to March 31. (Res. 78-89) Members may be re-appointed for additional terms. Members so appointed must:

1. Be in good standing with AHA at all times during their terms of office.

2. Have been an AHA member 10 years or more.
3. Have been Chair of one or more AHA committees.
4. Have served as a Delegate to the AHA Convention a minimum of three years.
5. Have been an officer or director of AHA or possess background experience equal to such service.
6. This committee shall be responsible for:
 - a. Reviewing, organizing, and researching the impact of each resolution upon AHA.
 - b. In cooperation with AHA staff, publishing in the *Modern Arabian Horse* all resolutions passed, tabled, and/or referred by the Convention Delegates.
 - c. Working with AHA staff to incorporate changes resulting from resolutions passed by the Convention into the AHA Handbook and printed information distributed by AHA.
 - d. Working with the President and staff to prepare the agenda for the Annual Convention, obtaining required reports for Convention Delegates required by action at the prior year's Convention, and scheduling committee meetings.
 - e. Updating the Resolution Forms as needed.

ARTICLE 506. AHA FUTURITY COMMISSION.

Functions by majority vote under such Rules and Regulations as it may establish from time to time and shall have authority to promote, regulate, operate and manage the U.S. and Canadian National Halter Futurity programs and the AHA Arabian, Half-Arabian/Anglo-Arabian National Yearling Jackpot Classes and the Performance Futurity Program with AHA Board of Directors approval. The Commission shall consist of six members and the Treasurer. Two members elected annually by the Board of Directors for three-year rotating terms. No more than two members elected from a Region. At the Annual Convention after the election results are known and before December 15 of each year, the Commission shall elect from its members a Chair, Vice-Chair and Secretary.

ARTICLE 507. AMATEUR COMMITTEE.

Sets up standards of conduct and ethics typical of an amateur group. Promotes and extols sportsmanship and fair play both on and off the show grounds. Suggests programs whereby knowledge and experience may be imparted to appropriate groups of AHA.

ARTICLE 508. ANNUAL CONVENTION PLANNING COMMITTEE.

Will be active in encouraging Regions to bid on hosting the Annual Convention, commitment will be obtained four years in advance whenever possible. Works closely with AHA office in determining the suitability of future convention sites, both city and hotel. Advises the President on overall Convention program. When the AHA Convention is not hosted by a Region, the Annual Convention Planning Committee will assume the responsibilities traditionally performed by the hosting Region insofar as funds are available or that monies can be raised by donations.

ARTICLE 509. ARABIAN HORSE YOUTH ASSOCIATION BOARD (AHYA)

Refer to AHYA Chapter 25 for Board composition, description and duties.

ARTICLE 510. AWARDS COMMITTEE.

Studies and makes recommendations on the rules and administration of the Achievement Awards Program. Considers the need for other horse award programs. Coordinates with other committees on the type of awards given to ensure that equality of awards is maintained.

ARTICLE 511. BUDGET & FINANCE COMMITTEE (Res. 28-04)

Review and make recommendations on the budget prepared by staff prior to the budget being submitted to the AHA Board of Directors for approval; monitor policies and procedures for the financial and accounting management of the Association and the Breeders Sweepstakes Trust; oversee all Association and Trust investments; make a continuing and comprehensive study of all possible sources of income and make recommendations to the AHA Board of Directors and Annual Convention; review and submit recommendations for adjustments to fees charged

by AHA (except Adult member dues) (Res. 2B-04) to the AHA Board of Directors for approval, and perform any other duties requested by the AHA Treasurer, Executive Committee or Board of Directors. The Committee shall consist of a minimum of eight voting members: the AHA Treasurer; one voting member appointed by the Purebred Arabian Trust; one voting member appointed by the Arabian Breeders Sweepstakes Commission; the remainder of the voting members appointed by the AHA President; plus two nonvoting members consisting of the AHA Vice President and the Past President (or their appointed representatives). The terms of service for the appointed voting members will be three years. The Committee shall elect its own Chair from one of its voting members by December 15th of each year. Each appointee shall be a member in good standing with AHA and be familiar with the Association and Arabian Horse industry. A diligent attempt will be made to retain a committee mix that includes members with one or more of the following qualifications or backgrounds: a strong financial background (CPA preferred), an owner/operator/executive background and/or a business planning background.

ARTICLE 512. BYLAWS COMMITTEE.

Maintains a continual review of the current Bylaws and recommends changes when appropriate.

ARTICLE 513. CANADIAN NATIONAL SHOW COMMISSION.

Promotes, regulates, operates and manages the Canadian National Championship Horse Show and designates committees as necessary. Five members elected by Board of Directors for three-year rotating terms. No more than two members per Region with the exception of Region 17 and Region 18. At the Annual Convention after the election results are known and before December 15 of each year, the Commission shall elect one of its members to serve as Chair.

ARTICLE 514. COMMISSIONER'S REVIEW PANEL.

Reviews the investigations report containing information developed by the Commissioner's office which relates to the allegations of improper conduct on the part of official(s) (judges or stewards). The Panel shall consist of nine members: one judge; one steward; two recognized breeders; one recognized trainer; one show manager; two exhibitors who are current holders of amateur cards; one member at large. At the 1991 Annual Convention, the following criteria were established: Amateur: a person who has held an Amateur card issued by USEF/EC for five years and who has competed at local and Regional events. Breeder: persons who have had an established Arabian, Half-Arabian or Anglo-Arabian breeding program for at least ten years, and who stand at stud their own stallions or breed their own mares, and who further are involved in the marketing of breeding or performance horses. Show Manager: a person who has managed at least three AHA/USEF/EC Recognized Class A shows during the previous five years, who has demonstrated knowledge of the rules of such shows, has enforced such rules in a fair and impartial manner and who has a reputation for producing an organized and profitable show. The panel members are elected by the Convention Delegates for two-year rotating terms with a limit of six consecutive years of service. Only prospective candidates for the panel who fall within the definitions shall be permitted to run for election. Review Panel members are ineligible to hold any other office or any other committee appointments within AHA, including Vice-Chair position of each Region. Term of office is January 1 through December 31. (Res. 5-90) At the Annual Convention after the election results are known and before December 15 of each year, the Panel shall elect one of its members to serve as Chair.

For complete rules refer to Resolution 5-90 as amended.

ARTICLE 515. COMPETITION ADVISORY COMMITTEE.

Gives direction in analyzing any problems encountered in the competition recognition systems; e.g., recognition of competitions, results reporting, and assessing and collection of fees. Evaluates policies and rules and prepares motions for the Board of Directors to update competition rules in the Handbook. Has the authority to resolve special cases concerning competitions. This Committee usually meets the day before each Board meeting. Appointed by President and comprised of Board members.

ARTICLE 516. COMPETITIVE TRAIL RIDE COMMITTEE.

Cooperates with other trail organizations and other committees of AHA to standardize the rules of competitive trail riding and to help publicize the outstanding

success of the Arabian/Half-Arabian/Anglo-Arabian Horse in this endeavor. Conducts the National Competitive Trail Ride each year.

ARTICLE 517. CUTTING HORSE COMMITTEE.

Studies and makes recommendations in regard to the promotion of the Arabian, Half-Arabian & Anglo-Arabian Horse in Cutting. Comprised of the current elected members of the Arabian Cutting Horse Association (ACHA) Board of Directors and up to three additional members who are not members of the ACHA Cutting Horse Association, Inc. Board of Directors. Subject to the approval of AHA and ACHA Presidents.

ARTICLE 518. DELINQUENT PAYMENT HEARING BOARD.

Hears protests of a proposed suspension from AHA pursuant to the current AHA Rules. The AHA Delinquent Payment Hearing Board (the "Hearing Board") will consist of three members of AHA, at least one of who shall be an attorney. Members of the Hearing Board will be elected by the AHA Board of Directors for three-year terms each not to exceed two consecutive three-year terms. At the Annual Convention after the election results are known and before December 15 of each year, the Board shall elect one of its members to serve as Chair. No member of the Hearing Board can also be a member of the Ethical Practice Review Board, Probable Cause Panel or the Executive Committee.

ARTICLE 519. DRESSAGE COMMITTEE.

Studies and makes recommendations in regard to the promotion of the Arabian/Half-Arabian/Anglo-Arabian Horse in Dressage and conducts any approved programs as necessary.

ARTICLE 520. EDUCATION/EVALUATION COMMISSION.

Develops educational programs for existing judges and stewards and for prospective judges and stewards and to increase the level of activity in the education of stewards. (Res. 9-90) Assists in the development of a correspondence program curriculum for use in education of members, scoring officials, judges and stewards. Provides access for AHA members to attend judges and stewards training sessions for a nominal fee. Recommends to the Judges and Stewards Commissioner the qualification requirements for the establishment of AHA Approved Stewards' list. Makes specific proposals to the Commissioner for increasing the authority and responsibilities of stewards in the enforcement of rules during the conduct of the competition. Evaluate judges and stewards (Res. 8-00) relating to the level of competition including specialty areas of expertise, to which a judge should be assigned and take responsibility for final action on the application of an AHA member to be approved as an AHA approved Judge or Steward. (Res. 8-00) Develops a training program, approved by the Commissioner, to produce quality judges and stewards for AHA Recognized Competition. Assigns levels to Judges and Stewards (Res. 8-00) (AHA Accredited National/Regional Judge or AHA Accredited Judge) (Res. 10-00) Maintain technical competence of the judges and stewards. (Res. 14-00) The Commission will consist of nine members, elected by the Board of Directors for three-year rotating terms. The Commission is to consist of AHA members who ideally would have relevant experience in the area of educational program development and/or delivery. (Res. 34-98) Members of this Commission will be ineligible to serve on any other judges or stewards committee or commission or any National Show Commission. The Education/Evaluation Commission coordinates with the Judges and Stewards Commissioner. (Res. 5-90) At the Annual Convention after the election results are known and before December 15 of each year, the Commission shall elect one of its members to serve as Chair.

For complete rules refer to Resolution 5-90 as amended.

ARTICLE 521. ENDURANCE RIDE COMMITTEE.

Cooperates with other endurance ride organizations and other committees of AHA to standardize the rules of endurance riding and to help publicize the outstanding success of the Arabian/Half-Arabian/Anglo-Arabian Horse in this endeavor. Conducts the National Endurance Ride each year.

ARTICLE 522. EQUINE STRESS/RESEARCH & EDUCATION COMMITTEE.

Discusses the types of stress-related horse abuse that occurs today and makes recommendations on how to eliminate or reduce stress. Fosters and encourages educational programs, specifically breed improvement and animal husbandry, through seminars and symposiums, either separately or at the Annual Convention.

Studies and makes recommendations on related topics of drugs and medication, stress, research contributions and other subjects.

ARTICLE 523. EQUITATION/SHOWMANSHIP COMMITTEE.

Administers and recommends rules for Arabian/Half-Arabian/Anglo-Arabian equitation and showmanship classes of all types. Advises and works with USEF Rules, Hunter and Jumper and Youth Activities Committees.

ARTICLE 524. ETHICAL PRACTICE REVIEW BOARD.

Interprets and enforces the AHA Code of Ethics and Sportsmanship in cases brought before it for hearing. Consists of nine members, all of whom shall be members of Member Organizations affiliated with AHA, for the duration of their terms of office. One member of the EPRB must hold a senior status Arabian judge's card. One member of the EPRB must be an attorney. The nine members of the EPRB shall be elected by the Delegates to the AHA Annual Convention to serve three-year rotating terms with three terms expiring each year. The AHA Executive Committee members may not serve on the Ethical Practice Review Board and the Executive Committee at the same time. (Res. 7-01) Nominations for the EPRB shall be made by a member of the AHA Board of Directors. Members of the EPRB are eligible for nomination and election to an unlimited number of terms. At the Annual Convention after the election results are known and before December 15 of each year, the members of the EPRB shall elect one of their members to serve as Chair and one of their members to serve as Vice-Chair. (Res. 68-90) (Res. 38-94)

ARTICLE 525. EVENTING AND DRIVING COMMITTEE.

Studies and makes recommendations with regard to the promotion of the Arabian, Half-Arabian and Anglo-Arabian Horse in Eventing and Driving and conducts any approved programs as necessary.

ARTICLE 526. GOVERNANCE COMMITTEE

Within sixty days after the date of merger, the committee shall retain one or more firms (Governance Study Firm) to conduct an independent governance study and develop a strategic plan in order to determine the best governance structure for Arabian Horse Association. Committee members to be the mediation teams who facilitated the Merger. (2003 Merger Plan)

ARTICLE 527. HUNTER AND JUMPER COMMITTEE.

Encourages the use of Arabians/Half-Arabians/Anglo-Arabians in hunter and jumper classes both in open competition and Arabian shows. Works with USEF Rules and Equitation Committees as well as Youth Activities Committee.

ARTICLE 528. INTERNAL AUDIT COMMITTEE. (Res. 13-88)

Serves as a focal point for communication among non-committee Directors, the independent accountants, and AHA's management as their duties relate to financial accounting, reporting, and controls. Assists the Board of Directors in fulfilling its fiduciary responsibilities as to accounting policies and reporting practices of AHA and the sufficiency of auditing relative thereto. Serves as the Board's principal agent in assuring the independence of the Association's independent accountants, the integrity of management, and the adequacy of disclosures to members. The opportunity for the independent accountants to meet with the entire Board of Directors as needed is not to be restricted. This committee is comprised of three members of the AHA Board elected by AHA Board of Directors. Members to be people with accounting and/or business backgrounds. At the Annual Convention after the election results are known and before December 15 of each year, the Committee shall elect one of its members to serve as Chair.

ARTICLE 529. ARABIAN BREEDERS SWEEPSTAKES COMMISSION.

This commission shall function by majority vote under such Rules and Regulations as it may establish from time to time and shall have authority to promote, regulate, operate and manage the Arabian Breeders Sweepstakes with AHA Board of Trustees approval. Two members elected by Board of Directors for three-year rotating terms. No more than two members elected from a Region. The Treasurer of AHA completes the seven-member commission. At the Annual Convention after the election results are known and before December 15 of each year, the Commission shall elect from its members a Chair, Vice-Chair and Secretary.

ARTICLE 530. JUDGES & STEWARDS SELECTION COMMITTEE.

Selects the judges and stewards required for the National Shows from the AHA approved Judges & Stewards. In the event that fewer than the required number of Judges are available from the AHA National/Regional Judge List, then the Selection Committee may select from the AHA Accredited Judge List only after exhausting the list of all AHA National/Regional Judges. (Res. 38-97) (Res. 10-00) (Refer to Article 1314.4.) At least 30 days prior to finalizing their selections and assignments that the Selection Committee provide a confidential list of the individuals proposed by the Committee and their proposed assignments to the AHA Commissioner for comment or other input to the Judges and Stewards Selection Committee. (Res. 11-00) The Selection Committee will have the final responsibility for the selection and assignment of judges and stewards for National Events. (Res. 11-00) The Selection Committee is to make selection of a judge or steward for any other AHA sponsored functions as directed by the Commissioner, Executive Committee, Board of Directors, or Convention actions. Members of this Committee may not exhibit at any functions for which they select or hire the Judge(s) or Steward(s). The six members are elected by the Convention Delegates for two-year rotating terms. Members of this committee may not serve more than six consecutive years. Terms commence on January 1 following election. Members of this committee will be ineligible to serve on any other judges and stewards committees or commissions or to serve on any National Show Commission. The Judges and Stewards Selection Committee will coordinate with the Commissioner. (Res. 11-00) (Res. 5-90) At the Annual Convention after the election results are known and before December 15 of each year, the Committee shall elect one of its members to serve as Chair.

For complete rules refer to Resolution 5-90 as amended.

ARTICLE 531. JUDGES & STEWARDS STEERING COMMITTEE.

Conveys reasonable concerns relative to the judges and stewards areas of responsibility to the Commissioner. This committee will seek to ensure that all approved judges and stewards are knowledgeable of, and adhere to, the Judges Code of Conduct and Code of Ethics. The committee will assist in communication between the Commissioner and the judges and stewards in an effort to improve understanding and cooperation. The Committee will be responsible for providing non-binding advice and counsel on matters relating to conflict of interest and ethics, without any immunity for the inquiring judge and/or steward. (Res. 12-00) Provide up to one page to be included in the Commissioner's newsletter. (Res. 13-00) The nine members of this committee will consist of seven judges elected by AHA approved judges according to current procedures established for the Judges & Stewards Steering Committee and two stewards elected by AHA approved stewards from those stewards who officiated in at least two AHA events in the prior year. Members of this committee will be ineligible to serve on any other judges or stewards committees or commissions. The elected members serve three-year rotating terms and are elected by the AHA approved judges and stewards. (Res. 5-90) (Res. 26-04) The AHA Vice President (or other member of the Executive Committee designated by the AHA President) will be designated as the liaison for the matters of concern to the members of this Committee. (Res. 13-00) On or before December 15 of each year, the Committee shall elect one of its members to serve as Chair.

For complete rules refer to Resolution 5-90 as amended.

ARTICLE 532. LEGAL REVIEW COMMITTEE

Solicit and review applications from attorneys (no less frequently than every five years), and recommend to the Board of Directors the person or persons that should be selected to serve as general counsel to AHA. Adopt guidelines for the direction of all attorneys representing AHA. Review and keep familiar with all legal matters and threatened litigation in which AHA is involved. To review and recommend rule changes if necessary for the AHA Handbook concerning content and correct legal verbiage. To assist the AHA Board of Directors and Executive Committee with assigned legal matters. Review all statements for legal services prior to payment. Submit a written quarterly report to the Board of Directors giving the status of all resolved and pending legal matters which includes the attorney's fees that have been paid for each matter, for each month and future estimated fees. (Refer to AHA Legal Services Guidelines). Operate under the same confidentiality policy as the EPRB. This committee shall consist of three members of the AHA Board of Directors, one of whom must be an Executive Officer. No one may serve on this committee who is a current member of the Probable Cause Panel or the Ethical Practice Review Board. Appointed by President.

ARTICLE 533 . MARKET DEVELOPMENT & PROMOTION COMMITTEE

Shall be responsible for guiding Arabian Horse Association's marketing and promotional activities relating to the promotion of the Arabian, Half-Arabian and Anglo-Arabian Horse. The committee shall formulate marketing and promotional plans for Arabian Horse Association and shall develop specific marketing and promotional activities. When a majority of the Market Development and Promotion Committee approves a marketing or promotional activity, the committee shall solicit funds from the following sources to fund the implementation of such approved activity:

1. The Purebred Arabian Trust. The Trustees shall determine whether, and to the extent, the specific activity serves the interest of the purebred Arabian Horse and determines what portion, if any, of the solicited amount of funding it shall contribute to the activity, which determination shall be in the sole discretion of the Trustees.
2. The Designated Fund. Arabian Horse Association shall establish a designated fund (the "Designated Fund") comprised of the Designated Revenues for use by the Market Development and Promotion Committee. The Board of Directors shall determine whether, and to the extent, an activity proposed by the Market Development and Promotion Committee should be supported by the Designated Fund.
3. The General Funds of Arabian Horse Association. The Board of Directors shall determine whether, and to the extent, that activities should be supported by the general funds of Arabian Horse Association.

The Committee members will be determined according to the AHA Bylaws. On or before December 15 of each year, the Committee shall elect one of its members to serve as Chair.

ARTICLE 534. MEMBERSHIP COMMITTEE.

Obtains and studies data relating to Member Organizations subject to revocation of charter with AHA and recommends to the Annual Convention the committee's findings in accordance with Article III, Section 1, Paragraph f. of the AHA Bylaws. Coordinates the efforts of the Association to increase its membership in all member categories recognized by AHA. At the Annual Convention after the election results are known and before December 15 of each year, the National Committee Chair will be appointed by President. (Bylaws)

ARTICLE 535. NATIONAL CHAMPIONSHIP & REGIONAL CLASSES COMMITTEE.

Recommends National Championship classes, to be added to the National Class List, and Regional Championship classes and submits to the Board of Directors for approval. Adds or suspends classes in the AHA National Championship Shows with approval from the AHA Board of Directors.

ARTICLE 536. NATIONAL EVENT OPERATIONAL PROCEDURES (NEOP) COMMITTEE.

Develops a complete operation procedure guideline to be used for the National Events which shall be approved by the AHA Board of Directors. The eleven members will include two representatives from each National Show Commission (submitted by each commission), two at-large members and one staff member selected by the Executive Vice President. One staff member from the National Events Department to act as liaison. The Chair to be appointed by the President.

ARTICLE 537. NOMINATING COMMITTEE.

Beginning with elections occurring at the Annual Convention in 2004, the Nominating Committee shall primarily serve as a credentialing committee.

The Nominating Committee members and procedures are determined according to the AHA Bylaws.

ARTICLE 538. PROBABLE CAUSE PANEL. (Res. 68-90)

Reviews all ethical complaints properly filed with AHA and makes a determination whether or not there are reasonable grounds to believe an infraction of the AHA Code of Ethics and Sportsmanship exists, and whether the alleged infraction, if proved, is of sufficient importance to AHA that it should go before the Ethical Practice Review Board for hearing. Consists of three members, all of whom shall be members of Member Organizations affiliated with AHA for the duration of their terms of office. One member of the Probable Cause Panel must be an attorney. No member of the Probable Cause Panel may simultaneously serve on the Ethical Practice Review Board. The AHA Executive Committee members may not serve

on the Probable Cause Panel and the Executive Committee at the same time. (Res. 7-01) The members of the Probable Cause Panel shall be elected by Convention Delegates to serve three-year rotating terms with one term expiring each year. Members of the Probable Cause Panel are eligible for election to an unlimited number of terms. At the Annual Convention after the election results are known and before December 15 of each year, the Panel shall elect one of its members to serve as Chair and one of their members to serve as Vice-Chair.

ARTICLE 539. PROFESSIONAL HORSEMEN COMMITTEE.

Sets up standards of conduct and ethics typical of a professional group. Investigates possibilities of group insurance and/or retirement benefits. Promotes and extols sportsmanship and fair play both on and off the show grounds, and suggests programs whereby their knowledge and experience may be imparted to appropriate groups of AHA.

ARTICLE 540. RACING COMMISSION

Shall be responsible for the promotion, coordination, and general oversight of Arabian Horse racing in the United States. The commission shall advise Arabian Horse Association's Executive Committee, the Purebred Arabian Trust Trustees, and the Market Development and Promotion Committee on matters related to Arabian Horse racing and shall suggest programs and prioritize and develop and obtain funding for action plans that will improve Arabian Horse racing in the United States. The Racing Commission shall be composed of six (6) members, who shall be the members of the Arabian Jockey Club Executive Committee. The Commission members and procedures are determined according to the AHA Bylaws. On or before December 15 of each year, the Commission shall elect one of its members to serve as Chair.

ARTICLE 541. REGISTRATION COMMISSION

Oversees the rules, policies, practices, and procedures applied to the registration and related matters of Arabian Horses (the "Arabian Horse Registry") and the rules, policies, practices, and procedures applied to the registration and related matters of Half-Arabian/Anglo-Arabian Horses (the "Half-Arabian/Anglo Horse Registries"). The Commission shall recommend modifications to the fee schedules for registration services carried on by each of the Registries and oversee, maintain & improve the performance of the Arabian Horse Registry, the Half-Arabian and Anglo-Arabian Horse Registries. The Commission shall have absolute and final authority to interpret, modify or amend rules, policies, practices and procedures applied to registration. Also, shall direct the development of techniques and implement improvements required to meet the needs of conducting the registries. The Commission members and procedures are determined according to the AHA Bylaws. On or before December 15 of each year, the Commission shall elect one of its members to serve as Chair.

ARTICLE 542. SPORT HORSE COMMITTEE.

To monitor and assist the shows with the USEF/EC Arabian, Half-Arabian/Anglo-Arabian Division rules for the Arabian, Half-Arabian/Anglo-Arabian Sport Horse. To recommend any changes as appropriate or necessary to continue to improve the Arabian, Half-Arabian/Anglo-Arabian Sport Horse rules.

ARTICLE 543. SPORT HORSE NATIONAL SHOW COMMISSION.

Promotes, regulates, operates and manages the Sport Horse National Championship Horse Show. and designates committees as necessary. Six members elected by Board of Directors for three-year rotating terms. No more than two members per Region. At the Annual Convention after the election results are known and before December 15 of each year, the Commission shall elect one of its members to serve as Chair. (BOD 1/ 02)

ARTICLE 544. USEF ARABIAN DIVISION COMMITTEE.

Keeps informed on the desires and views of the membership regarding show rules. Presents to USEF, for their consideration, any rule changes deemed necessary from the AHA Convention. Disseminates information on rules and rule changes. (Res. 1-99) Recommendations to the USEF for appointment to its Arabian Committee shall be accomplished in accordance with the USEF Constitution. (AHA Bylaws)

ARTICLE 545. U.S. NATIONAL SHOW COMMISSION.

Promotes, regulates, operates and manages the U.S. National Show. and designates committees as necessary. Six members elected by the Board of

Directors for three-year rotating terms. No more than two members per Region. (BOD 8/01). At the Annual Convention after the election results are known and before December 15 of each year, the Commission shall elect one of its members to serve as Chair.

ARTICLE 546. WORKING WESTERN HORSE COMMITTEE.

Studies and makes recommendations in regard to the promotion of Arabian/Half-Arabian/Anglo-Arabian reining, trail, western riding, and working cow horses, and conducts any approved programs as necessary.

ARTICLE 547. YOUTH COMMITTEE.

Promotes the interest of youth in the ownership and use of the Arabian/Half-Arabian/Anglo-Arabian Horse. Encourages youth to participate in shows, events, programs and also in the fields of horse science, management, training and judging. Committee will also mentor the AHYA Board of Directors and guides the AHYA in regulations, rules and AHA policies. Along with the volunteers the committee will include the AHA Vice President, the Executive Vice President and the AHA Youth Coordinator.

ARTICLE 548. YOUTH NATIONAL SHOW COMMISSION.

Promotes, regulates, operates and manages the Youth National Show and designates committees as necessary. Six members elected by the Board of Directors for three-year rotating terms. No more than two members per Region. At the Annual Convention after the election results are known and before December 15 of each year, the Commission shall elect one of its members to serve as Chair.

TASK FORCES

Task Forces will include AHA members and other industry professionals as assigned by the President.

BDP refers to the Business Deployment Plan.

ARTICLE 549. COMMITTEE STRUCTURE RE-ORGANIZATION TASK FORCE

To evaluate the function, objectives and productivity of our committee structure. The second objective of this task force is to assure that the best and most appropriate people are Committee Members and/or Chairs. The current rule that requires people to participate or be removed from the list should be enforced. There should also be an avenue for removing unproductive Chairs from duty. (BDP)

ARTICLE 550. POINTS MONITORING TASK FORCE

To monitor Regional and National point system and make recommendations for adjustment of points to the AHA Board of Directors for approval. Assures that the number of points assigned is fair and equitable for all disciplines. Committee is made up of no more than seven members.

ARTICLE 551. PRESIDENT'S PUBLIC RELATIONS & COMMUNICATION TASK FORCE

To pursue providing Committee Chairs with a list of e-mails of committee members that can be easily incorporated into their PC's mail system. To cultivate the expertise within our industry. To develop a communication network among the Executive Committee, Board of Directors, staff and members. To advise President on public relations and communications. To investigate the feasibility of web casts for the Board of Directors. (BDP)

ARTICLE 552. USEF COOPERATIVE STUDY TASK FORCE

To define the objectives and goals that AHA wishes to obtain by its affiliation with USEF. To chart the various costs to our membership correlated with the service provided. To show the cost to AHA and the financial impact Provide statistical data that shows the effectiveness and costs of the drug testing program. To provide research data that shows the growth of breeds governed and not governed by USEF. To evaluate the effectiveness and costs of AHA to other affiliates within USEF. (BDP)