



NAMHSA Bylaws

Last revised June 6, 2015

Article I - NAME

The name of this association shall be the North American Model Horse Shows Association, abbreviated as NAMHSA.

Article II - OBJECTIVES

NAMHSA's mission is to serve as an inclusive organization to promote the model horse hobby. The aim of NAMHSA is to promote all facets of the model horse hobby and provide support for the future development of model horse showing, customizing, and collecting, which includes but is not limited to:

- (a) Promoting the model horse hobby to the public to develop interest, support, and recognition.
- (b) Building national and international communication about the model horse hobby.
- (c) Distributing information to enthusiasts.
- (d) Enhancing the prestige of shows held by NAMHSA members.
- (e) Serving as a unifying organization for cooperation among live shows and as a clearinghouse for information on shows and events.
- (f) Offering new goals to model horse exhibitors through sponsorship of the North American Nationals (NAN) model horse show.

Article III - MEMBER RULES

Section 1 - General.

There shall be one class of membership, the NAMHSA membership. Any individual shall be eligible for NAMHSA membership provided all requirements for membership are met. Each individual who holds a NAMHSA membership shall have one vote on issues submitted to the membership by the Board of Directors and shall have all responsibilities as stated in these Bylaws. No individual may hold more than one NAMHSA membership at a given time. Each member shall conform to and abide by all provisions in the bylaws as a condition of membership or continuing membership.

Section 2 – Requirements for NAN Qualifying Shows.

NAN qualifying shows must meet the following requirements:



(a) The show holder must be a NAMHSA member. The show holder may apply for NAMHSA membership at the same time the show is submitted for NAN qualifier status.

(a) Upon application, the show holder must submit a draft version of the show packet which must include:

- (1) Show date (pending date is acceptable)
- (2) Show location (pending location is acceptable)
- (3) Complete list of classes
- (4) Rules, regulations, and limits for showing
- (5) Name and address of person responsible for show (e.g., show secretary or show hostess)
- (6) An "advertising plan" listing magazines the show will be advertised in (including cover dates of issues ad will run in). Ads in newsletters and postings to "Haynet" are acceptable forms of advertising.

(b) Show holder must inform entrants that first- and second-place equids (and eligible fantasy equids) in its open classes qualify for the NAN. An open class is defined as competition where the entrant is not limited by skill level, age, or years of competition.

(c) Show holder must send results of the show to the NAN qualifying Show Secretary within 30 days of show date, as per current policy requirements.

(d) Show holder must advertise the show publicly, in print or over the Internet, in advance of the show date.

(e) Show must not be "by invitation"; all persons must be allowed to enter. Show may limit entry by number of entrants, but in that case must accept entries on a first-come, first-serve or other impartial basis.

(f) No show holder "or" relative of show holder may enter a NAN-qualifying division at a show held by the same show holder. A show holder is defined as the individual or entity that ensures NAMHSA rules and policies are followed and recruits, selects and assigns judges (or has an agent who recruits, selects and assigns judges) to the show's divisions. The show holder (or agent for the show holder) must be present at the show. In the case of an absentee show holder, the agent will be considered the show holder. A "relative" is any person related to show holder as grandparent, parent, step-parent, aunts or uncles (by blood or marriage), spouse, significant other, son, daughter, step-son, step-daughter, sibling, in-law, niece, nephew, first cousin, or any person residing with show holder or other relatives of show holder. Any non-relative, non-cohabiting individual who co-owns models with a show holder may enter a NAN-qualifying show hosted by that show holder. The individual will be allowed to show only models not co-owned with the show holder.

(g) A person may not show and judge in the same division at a NAN qualifying show. A division is defined as one or more grouped classes such as "OF Breyer Plastic", "Custom Glazed", or "OF Performance". A judge may not judge any model that he/she has worked/collaborated on. A judge may not judge any model which he/she owns or has owned within the last six months. A judge may not judge models owned by relatives of the judge, as defined in subsection (f) above. A judge may not judge any models owned by any individual who co-owns one or more models with that judge.

(h) The show holder must pay all show fees not later than 60 days prior to the show. The NAMHSA membership dues may be applied against the show fees for exactly one NAN qualifying show held by the member during the membership period. In any case, the show may not be advertised as a NAN qualifying Show until all fees have been paid.

(i) If the NAN qualifying show must be canceled, or if the show holder wishes to withdraw NAN qualifying status, a refund of 60% of the show fees paid (not inclusive of the NAMHSA membership dues) will be issued if the cancelation or



withdrawal is received at least 60 days prior to the show date. The show holder must inform entrants of the show cancelation or withdrawal of NAN qualifying status as early as possible.

Section 3 - Membership Procedure.

Individuals may apply for NAMHSA membership at any time, including with a NAN qualifying show application or NAN entry. Each applicant must send a completed membership application form (available online) and the membership dues to the NAMHSA Membership Secretary. Upon receipt of the application, the Secretary (or his/her designee) shall review the application materials and, provided all requirements are met, shall add the individual to the NAMHSA membership.

Section 4 - Loss Of Membership

(a) Voluntary Resignation: A member may resign from membership of NAMHSA by sending written notice to the President. Membership fees will not be refunded if a member resigns.

(b) Involuntary Loss of Membership: A membership may be suspended or revoked by NAMHSA for violation of requirements set forth in these Bylaws. Such revocation will not relieve said member from the obligation to pay any outstanding dues.

Article IV - BOARD OF DIRECTORS

Section 1 - Composition.

The Board of Directors shall consist of the President, Vice President, Recording Secretary, Treasurer, Show Secretary, and the Regional Representatives. The Recording Secretary, Treasurer, and Show Secretary are non-voting members who may make and/or second motions and participate in all discussions and activities. The Board of Directors will also include committee chairpersons in discussions which affect their committee's project.

Section 2 - Responsibilities.

The Board of Directors will discuss and vote on issues as required to facilitate the operation of the Association. Management of NAMHSA is vested in the Board of Directors, who may delegate decisions about such issues to the membership for vote, as the Board of Directors determines. The Board of Directors may submit issues to members for vote via e-mail, provided however, that any member who requested to vote via e-mail has provided the Membership Secretary with an e-mail address. The Board of Directors may formulate, amend, or resubmit the articles of incorporation. Additionally, the Board of Directors may complete such other documents or undertake such acts on behalf of NAMHSA as are needed to establish or maintain corporate and/or non-profit status for the organization, including the selection of a Registered Agent who is a resident of the state where NAMHSA is incorporated. Provided further, that the Board of Directors may undertake any such measures as are necessary to protect the organization, its officers, directors, delegates, and members from legal liability.



Article V - OFFICERS

Section 1 - General.

The Officers of NAMHSA shall be President, Vice President, Recording Secretary, Treasurer, and Show Secretary.

Section 2 - Election of Vice-President.

Each year NAMHSA members shall nominate persons for the office of the Vice President. Nominations must be sent to the NAMHSA Recording Secretary by March 1 of each year. Each nomination must be accompanied by a statement of willingness to serve from the nominee. The elections will be held by vote of all members. Ballots will be sent to current NAMHSA members no later than the last day in April, and all ballots must be returned to the Recording Secretary by June 1. Each member shall receive one vote. The name of the new Vice President will be announced on the NAMHSA website, and/or by any other timely means deemed appropriate by the Board of Directors.

Section 3 - Vice President.

The Vice President is nominated and elected by the NAMHSA membership. The Vice President will serve a one-year term beginning at the membership meeting held in conjunction with the NAN, and then move into the role of President for an additional one-year term. The Vice President will:

- act as the first officer to the President to carry out NAMHSA business;
- perform the duties of the President in the absence of the President; and
- serve as the President's representative as directed.

Section 4 - President.

After serving a one-year term the Vice President shall become NAMHSA President for a one-year term beginning at the membership meeting held in conjunction with the NAN. The President will:

- serve as the primary spokesperson for NAMHSA;
- serve as ex-officio member of NAMHSA committees;
- ensure that all members of the Board of Directors are informed and able to participate in all discussions of the Board;
- initiate the forming of any committees needed to carry out NAMHSA business, and appoint a committee chairperson with consent of the Board of Directors;
- call meetings of the Board as necessary to administer the business of NAMHSA and/or as requested by members of the Board or NAMHSA members; and
- preside at meetings of the Board.

Section 5 - Recording Secretary.



The Recording Secretary shall be nominated by the President for this office, and the Board of Directors shall vote to appoint or deny the candidate. The Recording Secretary will be limited to a three year term beginning with the membership meeting held in conjunction with the NAN. The Recording Secretary will not be given voting rights. The Recording Secretary's primary duties shall be the maintenance of records of Board votes and deliberations, and the conduct of votes of the membership.

Section 6 - Treasurer.

The Treasurer shall be nominated by the President for this office, and the Board of Directors shall vote to appoint or deny the candidate. The Treasurer will be limited to a three year term beginning with the membership meeting held in conjunction with the NAN.

Section 7 - NAN Qualifying Show Secretary (“Show Secretary”).

The Show Secretary shall be nominated by the President for this office, and the Board of Directors shall vote to appoint or deny the candidate. The Show Secretary will be limited to a three year term beginning with the membership meeting held in conjunction with the NAN. The Show Secretary will not be given voting rights. The Show Secretary's primary duty shall be administration of the NAN qualifying show application and results processes.

Section 8 - Membership Secretary.

The Membership Secretary shall be nominated by the President for this office, and the Board of Directors shall vote to appoint or deny the candidate. The Membership Secretary will be limited to a three year term beginning with the membership meeting held in conjunction with the NAN. The Membership Secretary will not be given voting rights. The Membership Secretary's primary duty shall be administration and tracking of the NAMHSA membership.

Section 9 - Removal of Officers.

Upon evidence of an elected officer's unwillingness or incapacity to serve, the Board of Directors shall submit a vote for removal to the membership . Upon evidence of an appointed officer's unwillingness or incapacity to serve, the Board may remove that person from office where two-thirds of the Board so vote. Pending formal removal or replacement through these methods, the President may nominate and the Board shall select persons to temporarily fill any vacant position.

Article VI - REPRESENTATIVES

Section 1 - General.

Regional Representatives will be proposed and elected to represent members from each of the eleven NAMHSA regions. The role of the representative is to:

- communicate with the members in their region the goings-on in NAMHSA;
- represent their region at NAMHSA meetings and discussions;
- act as liaison between the Board of Directors and the members in their region;
- contribute to NAMHSA's efforts in hobby promotion and development; and
- participate in discussion and resolution of issues brought before the Board of Directors.



Section 2 - NAMHSA Regions.

There will be one Regional Representative from each of the eleven regions. A periodic review of the regional lines will be conducted as the Board of Directors sees fit. The eleven regions are defined as follows:

- (a) Region 1- Northwest/Mountain: Composed of the U.S. states of Washington, Alaska, Oregon, Idaho, Montana and Wyoming.
- (b) Region 2 - Pacific: Composed of the U.S. states of California, Hawaii, and Nevada and the country of Mexico.
- (c) Region 3 - Southwest: Composed of the U.S. states of Utah, Arizona, Colorado and New Mexico.
- (d) Region 4 - Central: Composed of the U.S. states of Iowa, Wisconsin, Minnesota, N. Dakota, S. Dakota and Nebraska.
- e) Region 5 - South Central: Composed of the U.S. states of Kansas, Oklahoma, Texas, Arkansas and Louisiana.
- (f) Region 6 - South East: Composed of the U.S. states of Mississippi, Alabama, Georgia, Florida, North Carolina and South Carolina.
- (g) Region 7 - Mid West: Composed of the U.S. states of Ohio, Kentucky and Tennessee.
- (h) Region 8 - Great Lakes: Composed of the U.S. states of Michigan, Illinois, Indiana and Missouri:
- (i) Region 9 - Mid Atlantic: Composed of the U.S. states of West Virginia, Virginia, Maryland, Delaware, Pennsylvania New Jersey and the District of Columbia
- (k) Region 10 - North East: Composed of the U.S. states of Maine, Vermont, New Hampshire, Massachusetts, Connecticut, Rhode Island and New York.
- (l) Region 11 - Canada: Composed of the entire country of Canada.

Section 3 - Elections of Regional Representatives.

NAMHSA members shall nominate persons who reside in their regions for the position of Regional Representative on the Board of Directors. Nominations must be sent to the Recording Secretary by March 1 of appropriate election years. Each nomination must be accompanied by a statement of willingness to serve from the nominee. The election will be held by vote of the membership in the region. Ballots will be sent to current NAMHSA members no later than the last day in April, and all ballots must be returned to the Recording Secretary by June 1. Each member shall receive one vote, and will vote only for the representative of their respective region. The names of the new Regional Representatives will be announced in the NAMHSA Newsletter, on the NAMHSA website, and/or by any other timely means deemed appropriate by the Board of Directors.

Section 4 - Terms.



For the elections in odd-numbered years, the Regional Representatives from odd-numbered regions will be elected to a two year term, and the Regional Representatives from even-numbered regions will be elected for a one year term. Thereafter, all Regional Representatives will be elected to serve for a term of two years. Regional Representatives shall take office at the membership meeting held in conjunction with the NAN. Representatives may be re-elected an unlimited number of terms.

Section 5 - Removal of Representatives.

Upon evidence of a representative's unwillingness or incapacity to serve, the Representative shall be removed from the Board of Directors by a majority vote of the members in that region. Such a vote may be initiated by the majority consent of the Board of Directors or by petition from ten percent or more of the members in the Representative's region.

Section 6 - Vacancies.

In the event of vacancy by any Regional Representative for any cause, such seat shall be filled by a special election of the members of that Representative's region.

Article VII - COMMITTEES

Section 1 - Committee Delegations.

The Board of Directors may delegate its decision-making authority to committees composed of at least two persons, and formed by majority vote of the Board. The Chairperson and members of these committee-delegates shall be selected by the Board from candidates nominated by the President; that provision notwithstanding, the majority of the members of these committees must also be members of the Board. At any time, the Board may by majority vote to disband a committee, or expel, remove or replace any Chairperson or member. That provision notwithstanding, upon completion of its delegation, such committee shall automatically disband.

Section 2 - Advisory or Executive Committees.

The Board of Directors may seek the advice or recommendation of advisory committees, and the Board may confer the power to execute its decisions to executive committees, all as it requires to facilitate operation of the Association. Such committees shall be formed by majority vote of the Board. The Chairperson and member(s) of these advisory committees shall be appointed by the President. The Board retains final decision-making authority over subjects considered by advisory committees and may dictate the manner in which tasks are executed. At any time, the Board may by majority vote disband a committee, or expel, remove or replace any Chairperson or member. That provision notwithstanding, upon completion of its delegation, such committee shall automatically disband.

Section 3 - Consultants and Assistants.

The Board may create positions for individuals necessary to execute tasks for the Association. Such individuals shall have no voting rights, and the Board retains authority over such individuals. The President shall nominate individuals(s) for these positions, and the Board shall appoint or deny the nominee(s). At any time, by majority vote, the Board may eliminate the position or remove the individual who occupies the position.



Article VIII - MEETINGS

Section 1. Annual Meetings.

NAMHSA annual meetings are open to anyone interested, and will be held at the location of the annual North American Nationals (NAN) show. Specific location and time will be announced in forums and formats deemed fitting by the Board of Directors. Current business will be discussed, and new officers and board members will be introduced. Minutes will be recorded by the NAMHSA Recording Secretary. In the Recording Secretary's absence, a designee will be appointed by the Board. Copies of the minutes will be distributed to NAMHSA members, and will also be published on the NAMHSA website.

Section 2. Board of Directors Meetings.

Meetings of the NAMHSA Board of Directors may be conducted by e-mail, telephone, mail, in person, or any other method deemed effective by the Board of Directors. The agenda shall be directed by the President, at the request of any officer or Regional Representative. 'Notice' of a motion before the Board may be presented in e-mail, telephone, mail, in person, or any other effective method. The failure of a director to vote upon motions presented in such meetings after due notice of the deadline for voting has been given, constitutes a waiver of the right to vote upon the issue in question. After 'notice' has been provided, a response from 1/3 of the voting Board by the stated deadline shall constitute a quorum. Minutes will be recorded by the NAMHSA Recording Secretary (or designee), distributed to all members, and published on the NAMHSA web site.

Article IX - NAN

Section 1 - General.

The North American Nationals (NAN) is NAMHSA's annual National Championship Model Horse Show. The NAN shall be directed by the NAN Show Committee under the authority of the NAMHSA Board. Current NAN Show Committee members may not enter NAN, nor may any horse owned in whole or in part by a NAN Show Committee member be shown at the NAN.

Section 2 - Location.

The Board will select a location for NAN based upon whether:

- (a) the location offers affordable travel and accommodations,
- (b) the cost is within the means of NAMHSA,
- (c) the location offers suitable facilities for NAN,
- (d) proximity to other attractive events, and/or
- (e) has other features amenable to successful production of NAN.

Section 3 - Qualification.

Model equines (and eligible fantasy equines) earn their qualifications to show at a given NAN by: placement of first or second in qualifying classes at NAN qualifying shows, and proper submission of the required documentation to persons



designated by the Board.

Section 4 - Judges.

Judges for the NAN shall be selected by the NAN Show Committee from all nominations received from September 1 to April 30 preceding the NAN. NAN judges may show *by proxy* on the day(s) they are judging only in those division(s) they will not be judging. NAN judges showing by proxy are prohibited from having any contact with their proxy shower or with their models during the NAN.

Section 5 - Change of Location or Qualification Requirements.

The NAMHSA Show Year is May 1 to April 30. Any change to show year, NAN location, any alteration in model qualification requirements and/or any change to NAN card validity dates, must be approved by the Board of Directors and the NAMHSA membership . Board approval shall be by a majority; membership approval shall be by a majority of the members submitting ballots by the announced deadline.

Section 6 - Other Changes.

Other substantive changes not involving show year, NAN Location or qualification requirements proposed by the NAN Committee shall be submitted to the Board. The Board shall determine whether any such change should be submitted for approval by the membership .

Section 7 - Scheduling of Changes.

Those changes approved by the NAMHSA membership shall become effective with the following NAN year, i.e., changes made in a '97 NAN year would become effective with the '98 NAN year. The NAMHSA members may vote to begin a change effective immediately as an "emergency rule change". Designation of the change as an emergency shall be a separate item on the ballot.

Article X - AMENDMENTS

Procedures for amending the Bylaws are as follows:

- (a) Amendments may be introduced by any active member, officer, or regional representative or by any standing or special committee, including the Bylaws Committee on its own motion.
- (b) All proposed amendments shall be first submitted in writing to the NAMHSA Recording Secretary.
- (c) The Recording Secretary shall present a proposed amendment to the Board of Directors.
- (d) The Board of Directors shall consider the proposed amendment and if needed, appoint a bylaws committee.
- (e) The Bylaws Committee shall present the amendment in Bylaws language to the Board of Directors.
- (f) The Bylaws Committee shall, upon approval of wording by the Board of Directors propose the amendment to the



membership.

(g) Approval of proposed amendments shall require a majority of the NAMHSA members voting.

Article XI - FINANCIAL STATEMENTS

Section 1

NAMHSA will prepare annually a report of financial activity that conforms generally to the standards of the American Institute of Certified Public Accountants, and includes a statement of support, revenue, and expenses and changes in fund balances, a statement of functional expenses, and balance sheets for all funds. All records, books, and annual reports of the financial activity of NAMHSA shall be kept by the Treasurer, with copies of tax records and the account ledgers before the current year also residing with the Recording Secretary.

Section 2

NAMHSA will post to the website quarterly a simple balance sheet, verified by the Vice President, confirming the current bank balances, income and expenses, and deposits as they stand on the last day of each quarter. This posting will be written by the Treasurer, confirmed by the Vice President, and posted to the official NAMHSA Web site no more than thirty days after the last day of each quarter.

Section 3

All tax documents and other paperwork that is public per IRS regulations and/or Texas state law shall be posted on the official NAMHSA Web site no later than 30 days after its filing.

Section 4

NAMHSA's financial records shall be reviewed by an outside CPA annually. The CPA is selected by the Audit Committee and may not be a relative (as defined in Article III, Section 2, Clause 6, Subsection f) of any NAMHSA Officer, Representative, or Committee member. The CPA report shall be presented to the full Board of Directors at the completion of the review.

Article XII - POLICIES

The NAMHSA Board of Directors shall keep a Policies document to regulate and document the day to day workings of the organization. Any important and/or recurring procedure shall be documented as a Policy. To change or add a Policy shall require a majority vote of the Board of Directors. The current Policies shall be published on the official NAMHSA Web site and shall be updated there within 10 days of any change, with notice of changes posted to online NAMHSA discussion lists within two days of the Web site update. Members without email access may request that quarterly updates of the Policies be mailed to them by submitting 4 SASEs per year to the Recording Secretary.

View NAMHSA's [Policy Document](#).

Article XIII - DISSOLUTION



In the event of dissolution of NAMHSA, membership fees and show fees (for NAN qualifying shows not yet held) shall be refunded to the members. The Board of Directors shall work with members in determining the distribution of remaining assets after the settlement of valid claims.