



ASSOCIATION OF RODEO COMMITTEES POLICIES AND PROCEDURES

I. PURPOSE

The purpose of the association shall be to establish and maintain uniform policies and procedures of the production of rodeos and to assist association members in all dealings with the organizations composed of professional rodeo athletes. To this end, the association shall, on behalf of the association members:

- a. Analyze, compile and disseminate information relative to the laws and regulation of interest to the membership.
- b. Collect and disseminate statistics and other information.
- c. Promote rodeo production within the various classes and sizes of rodeos.
- d. Foster and promote meaningful guidelines and practices for the unification and betterment of all rodeo productions.
- e. Engage in any lawful practices which will enhance the efficient and economic production of rodeo and generally inform the public of the scope and character of the association.
- f. Negotiate and enter into contract for the production of rodeos with one or more organizations (such as the PRCA) composed of professional rodeo athletes

II. BOARD OF DIRECTORS

- a. Shall set policies and procedures as it sees fit.
- b. Policies and procedures shall meet with any guidelines and restrictions set forth in the bylaws of the association
- c. Shall be responsible for the business and property of the Association.

III. ANNUAL MEETING

- a. The annual general membership meeting shall be held during the month of December each year.
- b. Notice of the annual meeting shall occur no later than 10 days prior to the meeting.

IV. DUES

- a. Membership dues will be set by the Board of Directors.
- b. The current dues per organization is \$100.
- c. Dues will be on a calendar year basis with renewal requests forwarded in October of each year.

V. OFFICERS

a. The Board of Directors shall annually elect from the Board a chairman, vice-chairman, secretary and treasurer.

1. CHAIRMAN

- a. Shall function as the chief executive officer of the association.
- b. Shall be responsible for setting the date and time of the Board of Directors Meetings.

2. VICE CHAIRMAN

- a. In the absence of the Chairman shall function as the chief executive officer

3. SECRETARY

- a. Shall be responsible for preparing and disseminating minutes from each meeting.

4. TREASURER

- a. Shall be responsible for preparing a budget for the association
- b. Shall be responsible for preparing and disseminating an annual financial report.
- c. Shall be responsible for preparing, if asked, other financial reports as needed.

b. The Officers shall hire an Executive Director of the Association, if needed.

VI. **COMMITTEES:** Per the authority granted to the Officers by the Board of Directors, Committees have been established to fulfill the purpose of the organization.

A. Service Term: Each member of a committee shall continue to serve on the committee until his or her successor is appointed, unless the committee is terminated, or unless the member dies, ceases to qualify as a member, resigns, or is removed as a member. A vacancy on a committee may be filled by an appointment made in the same manner as an original appointment.

B. Chair: Unless otherwise cited, one member of each committee shall be designated as the chair of the committee. The chair shall be appointed by the ARC Chairman and ratified by the Board of Directors. The chair shall call, and preside at all meetings of the committee.

C. Rules: Each committee may adopt rules for its own operation, which are not inconsistent with the Bylaws or with rules adopted by the Board of Directors.

D. Current Committees:

1. MEMBERSHIP/MARKETING

- (a.) The objective of the Membership/Marketing Committee increase memberships in the Association; increase the marketing efforts of the Association; increase the networking opportunities of the Association.
- (b.) The Membership/Marketing Committee Chair shall be selected annually by the ARC Chairman and ratified by the Board of Directors.
- (c.) The Membership/Marketing Committee will consist of a minimum of three members, from different member organizations, serving a one year term
- (d.) Should a vacancy on the Membership/Marketing Committee occur, the ARC Chairman will select a replacement to fill the unexpired term.

- (e.) The Membership/Marketing will assist in the development of the membership form and make follow up phone calls to expiring memberships not renewed.
- (f.) The Membership/Marketing Committee will assist in the development of content for a quarterly organizational newsletter.
- (g.) The Membership/Marketing Committee will develop additional promotional opportunities for the Association.

2. EDUCATION

- (a.) The Education Committee shall provide and facilitate a variety of options for industry conferences, meetings or discussion forums and create resource sharing services as appropriate.
- (b.) The objectives of the committee are to increase the educational offerings of the Association; assess the need for in depth industry wide educational programs, and identify partnering organizations within the industry to assist in educating members.
- (c.) The Education Committee Chair shall be selected annually by the ARC Chairman and ratified by the Board of Directors.
- (d.) The Education Committee will consist of a minimum of three members serving staggered terms.
- (e.) Should a vacancy on the Committee occur, the ARC Chairman can select a replacement to serve out the unexpired term or rotate the next committee member into the unexpired term and appoint a new committee member.
- (f.) The Committee may make recommendations to the Board of Directors an amount of Association funds needed for the purpose of bringing qualified speakers to the annual meeting.

3. NOMINATING

- (a.) The objective of the Nominating Committee is to recommend to the Board of Directors and the membership a slate of officers for the upcoming Association Year.
- (b.) The Nominating Committee Chair shall be selected annually by the ARC Chairman and ratified by the Board of Directors.
- (c.) The Nominating Committee will consist of a minimum of three members, from different member organizations, serving a one year term. Past presidents will be considered first for appointment.

4. BYLAWS

- (a.) The objective of the Bylaws Review Committee is to recommend to the Board of Directors changes to the Bylaws in keeping with the activities of the Association.
- (b.) The Bylaws Committee Chair shall be selected annually by the Chairman and ratified by the Board of Directors.
- (c.) The Bylaws Committee will consist of a minimum of three members, from different member organizations, serving a one year term.

5. AUDIT

(a.) The objective of the Audit Committee is to review the financial records of the Association and make a report to the Board of Directors on the state of the Associations financials.

(b.) The Audit Committee Chair shall be selected annually by the ARC Chairman and ratified by the Board of Directors.

(c.) The Audit Committee will consist of a minimum of three members, from different member organizations, serving a one year term. The current officers of the Association cannot serve on this committee.

6. RULES

(a.) The objective of the Rules Committee is to review proposed PRCA Rules Changes and make report to the Board of Directors and in turn the Association recommendations for action.

(b.) The Rules Committee Chair shall be selected annually by the ARC Chairman and ratified by the Board of Directors.

(c.) The Rules Committee will consist of a minimum of three members, from different member organizations, serving a one year term

VII. EXECUTIVE ASSISTANCE

(a.) Should the Officers of the Association deem it necessary executive assistance can be hired to perform day-to-day managerial duties of the Association.

2009 COMMITTEE MEMBERSHIPS

MEMBERSHIP/MARKETING

Fred Dotts, Chair

EDUCATION

Jim Hensarling, Chair

Beth Greiner

Fred Dotts

Glen Allan Phillips

NOMINATING

Kent Meshishnek, Chair

Kevin Hudson

Gary Williams

BYLAWS

Bill Cole, Chair

AUDIT

Bill Cole, Chair

Kent Meshishnek

RULES

Gary Williams, Chair