



AHYA Board Guide

Welcome to the Arabian Horse Youth Association's Youth Board of Directors!

Congratulations on being appointed to the AHYA Youth Board by your Region. Without a doubt, you are now part of one of the most elite group of young equine enthusiasts around. Arabian horse youth set themselves apart from other equine breeds and youth leadership programs by displaying enthusiasm, dedication, leadership, and ability.

As a member of the AHYA Youth Board of Director, I am sure you have many questions pertaining to the commitment you have just now been elected for. I hope I can explain our youth board, meetings and requirements here for you in this letter; however, don't hesitate to contact me at any time should you have any further questions. You can reach me by email brenna.whitlock@arabianhorses.org or through my direct line at 303-696-4505

The first thing that I get asked me about relate to the board meetings: when are they, where are they, what are we responsible for and who pays for everything. So let's dig right in!

There are three (3) meetings per calendar year that each Youth Director is required to attend. Additionally, they are required to attend the AHYA Youth Convention held in conjunction with the July Board Meeting and Youth Nationals.

AHYA March Board Meeting, Denver, CO

The March Meeting is held either the first or second weekend in March and is often in conjunction with the adult AHA Board of Directors Meeting here in Denver, Colo. I will make hotel and local transportation arrangements for all participants, and I will serve as the chaperone. You or your parent is responsible for purchasing all flight accommodations.

Meetings are held all day Saturday and in the morning Sunday before/as kids are flying home. All Youth Directors are asked to arrive no later than Friday evening and depart no earlier than noon on Sunday. This is our largest/longest meeting of the year. We plan out the entire year's events, fundraising programs, youth activities held at Youth Nationals as well as the Youth Convention.

Since this is a chaperoned trip and many kids have never been to Denver, I offer an additional 'fun day' that is optional to each Youth Director. Participants who wish to participate in a Denver City Tour on Friday before the meetings would need to arrive in Denver no later than Thursday evening. Each year, the Denver City Tour is different and encompasses activities that are often not equine related but unique to Denver and the surrounding cities. Again, this tour is optional.

This is the ONLY meeting where the AHYA Youth Directors and Executive Board Members can apply money towards their plane tickets from AHA. In order to EARN money towards their flights, the Youth Directors or Regions would have had to donate items to the AHYA Silent Auction held in the previous November at the AHA Annual Convention. Each Youth Director is required to donate a minimum of \$100 (retail value) in item(s) to the silent auction. If their item(s) raise more than \$100 at the close of the silent auction, AHA will match the Youth Director dollar-for-dollar towards their plane ticket to the March Meeting, up to \$350. So... if your region earned \$245 from items they donated at the

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auction, your child would be reimbursed \$245 for their March Meeting airfare. Unfortunately if your region only earned \$56 from items sold at the auction, your child would not have earned any money towards their ticket. With this being said, if your region was a super star region and tallied \$1,234 from items donated the most your child would be eligible to receive towards their ticket would be \$350. Please contact me if you have further questions.

Some meals are covered by AHA while your child is meeting in Denver. However, some meals, tour expenses, all hotel accommodations and spending money are not. I try to room kids together to cut down hotel expenses. Typically, I get a room rate of around \$100 or less thru AHA. I place 3-4 kids per room and your rate share would then be \$25-34 per night.

Detailed information is sent out in January and all flight information and RSVP forms are due back to AHA in February.

AHYA July Board Meeting, Oklahoma City, OK

The July AHYA Board Meeting is held the before Youth Nationals starts. Please plan to notify your trainers that this is a required meeting as a Youth Director. We respectfully ask that that they try not to schedule any lessons during the meeting or our Youth Convention. Your participation and contributions are valued! ☺ Lunch or dinner and snacks are provided by AHA for the meeting.

Due to the Youth & Family Programs Coordinator's schedule and responsibilities associated with Youth Nationals, I am unavailable for assisting with arranging any accommodations, chaperoning and transportation for you for the duration of Youth Nationals. If you need suggestions on hotels, I am happy to help. I often help connect solo kids with other parents attending prior to the meeting and the show; however, I am not responsible for ensuring that your child has a hotel, transportation, a chaperone and so on. I recommend a group email to all the AHYA & Youth Coordinators as a way to buddy-up for rides, hotels, etc.

AHYA/AHA does not cover any of your costs for this meeting for youth that are already attending Youth Nationals as an exhibitor. Please contact your Regional Director, Regional Youth Coordinator or Treasurer about available funds for your child. Many regions have "something" in their budget for your child. If not, now is a good time to start brainstorming for fundraisers! I am happy to help with fundraising ideas – PLANNING AHEAD IS KEY!

Funding will be available to AHYA youth to assist in travel expenses providing they have met their sponsorship/selling requirements.

AHYA Youth Convention, Oklahoma City, OK

The AHYA Youth Convention is held after the AHYA July Board Meeting. Please plan to notify your trainer(s) that participating as a Youth Delegate and Youth Director is important. We respectfully ask that that they try not to schedule any lessons during the meeting or Youth Convention. Your participation and contributions are valued! ☺ All applicants running for executive offices (President, Vice President, etc.) are required to attend Convention.

AHYA Fall Meeting

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The final meeting of the year is held at either the U.S. National Championship Horse Show in Tulsa, Okla. or in conjunction with the AHA Annual Membership Convention wherever it may be held (2016 will be in Denver, CO). The decision as to where the meeting will be held is made by the current AHYA Board at the July meeting in Oklahoma City, OK.

If held at Convention, I will arrange hotel rooms and serve as a chaperone. If held at U.S. Nationals, chaperone duties and hotel arrangements will be the responsibility of the parents of the AHYA Board members.

AHYA/AHA does not cover any of your costs for this meeting. Please contact your Regional Director, Regional Youth Coordinator or Treasurer about available funds for your child.

EVERYTHING ELSE

Aside from meetings, the Youth Board is extremely active in our Association. They pass motions and resolutions that are put forward to the adult AHA Convention and actively work for the betterment of our association and shows.

There are several required fundraisers that we ask the Youth Board to contribute to. The first requirement for the year is to secure a minimum of one (1) \$250 Youth National Qualifier T-shirt Sponsorship. These are due by June 1st. I will provide the youth with past T-Shirt Sponsors and leads but ultimately, it is their responsibility to follow up. A good place to plan for this is at your regional show, or club or regional meetings. The second being the AHYA Silent Auction, where the kids are asked to locate and donate a minimum of \$100 in items for the Auction. Items are due to AHA by November 1st. Finally, we ask that youth help sell the limited edition item (chosen by AHYA), in addition to Raffle Tickets (5).

Lastly, I ask that the Youth Board communicate with me on a regular basis, most importantly that they respond to emails requiring their feedback and opinions.

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AHYA CODE OF CONDUCT

As a member of AHYA, I pledge myself to:

1. Maintain the highest standard of personal conduct.
2. Promote and encourage the highest level of ethics within the equine industry and follow the AHYA Code of Ethics and Sportsmanship.
3. Maintain loyalty to AHYA and pursue its objectives in ways that are consistent with the public interest.
4. Uphold all rules and regulations relating to AHYA policies, activities, committees, commissions and boards.
5. When in attendance at AHYA meetings, AHA events, or function where I represent AHYA or AHA, I promise to abstain from alcohol, tobacco and all illegal substances.
6. Communicate with AHYA and AHA both internally and externally in a truthful and accurate manner.
7. Refrain from any type of negative communication or misrepresentation of AHYA or AHA including internet websites, chatrooms, written or verbal communication and emails.
8. Support and represent any majority vote of the AHYA board whether I agree with the vote or not.
9. Cooperate in every reasonable and appropriate manner with other equine associations for the advancement and perpetuation of the equine industry.
10. Use every opportunity to improve the knowledge and public understanding of the purpose and role of AHYA in the equine industry.
11. As a board member of AHYA I pledge to attend a minimum of two out of our three meetings per year as well as the Annual AHYA Convention in conjunction with Youth Nationals.
12. As a board member, I promise to be active on at least one committee.

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13. I promise to never post photographers illegal” proofs on any social media such as Facebook, Instagram, etc. This is any image that contains the copyright of the photographer, which I have not purchased and received directly from the said photographer.

I understand that failure to comply with any one of these regulations may result in disciplinary action, or expulsion from the AHYA board. I understand that the AHA Youth Programs Coordinator, an AHA Senior Director, the AHA Youth Committee Chair, or any member of the AHA Youth Committee has the right to execute said discipline without notice and without question. This discipline may include sending me home from an AHYA or AHA event at my own expense.

I have discussed these rules with my parents/guardians who understand my commitment. If I am under the age of 18, a parent/guardian will also sign this form.

AHYA Member Signature _____ Date _____

AHYA Parent Signature (if under 18) _____ Date _____

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