

**Revised – August, 2018**  
***New rules & updates to***  
***rules are indicated in red***  
***bold italics***

THE PACIFIC COAST CUTTING HORSE ASSOCIATION, covers the territory of Arizona, California, Colorado, Idaho, Montana, Nevada, Oregon, Utah, Washington, Wyoming and New Mexico as an association of cutting horse enthusiasts dedicated to promoting the heritage of the legendary cutting horse in the Western United States for generations to come.

THE PACIFIC COAST CUTTING HORSE ASSOCIATION is affiliated with the National Cutting Horse Association. The members and officers of THE PACIFIC COAST CUTTING HORSE ASSOCIATION have accepted the NCHA rules and regulations to facilitate standardized rules by which cutting horses are judged.

THE PACIFIC COAST CUTTING HORSE ASSOCIATION is a self-supporting organization and is operated from funds derived from membership fees and other activities and is a nonprofit organization under the laws of California.

Sportsmanship and the spirit of fair play among its members and the performance of good horses, whether on the ranch or in the arena, is the foundation of THE PACIFIC COAST CUTTING HORSE ASSOCIATION.

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**CONSTITUTION OF THE**

**PACIFIC COAST CUTTING HORSE ASSOCIATION, INC.**

**ARTICLE I**

The name of this corporation shall be: "Pacific Coast Cutting Horse Association, Inc."

**ARTICLE II**

The purposes for which this corporation is formed are:

- Sec.1.** The Mission of the PCCHA is to promote the heritage of the legendary cutting horse in the Western United States for generations to come.
- Sec.2.** To do each and everything necessary, appropriate or proper to be done to fully effectuate and carry out the objects and purposes of the corporation.

**ARTICLE III**

- Sec.1.** The office shall be at a location approved by the Board of Directors.

**ARTICLE IV**

- Sec.1.** This Corporation shall have a President, President-Elect, Vice President, Treasurer, Immediate Past President, Board of Directors and Executive Committee.
- Sec.2.** The Board of Directors shall consist of the President, President-Elect, Vice President, Immediate Past President, Treasurer and fifteen (15) members.

**Sec.3.** The Executive Committee shall consist of President, President-Elect, Vice President, Immediate Past President, and Treasurer and two (2) additional members, who have each previously served at least one year on the Board of Directors or a PCCHA committee, to be elected by the Board of Directors, one (1) to be elected by the Board of Directors in January of each year, each for staggered two (2) year terms.

#### **ARTICLE V**

**Sec.1.** There shall be no capital stock of the Association. In lieu of stock certificates, membership cards shall be issued to each member and be signed by the duly appointed Executive Director.

#### **ARTICLE VI Territory**

**Sec.1.** The territory represented by the Pacific Coast Cutting Horse Association shall be the States of Arizona, California, Colorado, Idaho, Montana, Nevada, Oregon, Utah, Washington, Wyoming and New Mexico. The territory of the Pacific Coast Cutting Horse Association shall be divided into three (3) districts. Each district shall have three representatives on the Board of Directors. There shall be three directors elected at large by the general membership and three (3) directors at large shall be appointed by the incoming President. The districts shall, from time to time, be defined by the Board of Directors so as to approximate an equal distribution of membership within each district.

#### **ARTICLE VII Amendments**

**Sec.1.** The constitution may be amended by a majority vote of the voting members present at any General Membership meeting, a quorum being present, provided notice of the proposed amendments has been submitted to all members in good standing not less than ten days prior to the meeting.

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**BY-LAWS OF THE  
PACIFIC COAST CUTTING HORSE ASSOCIATION, INC.**

**ARTICLE I Officers and Duties**

- Sec.1.** There shall be four officers of this Association: President, President-Elect, Vice-President and Treasurer. *Elections shall be held each year for the office of Vice President.*
- (a) A Nominating Committee consisting of five members shall be appointed by the President. The Nominating Committee shall consist of the President, the Immediate Past-President, one Past President, one current Director of the Association and one member at large from the Association. The Immediate Past-President shall be the chairman of the Nominating Committee. The Nominating Committee shall nominate at least one candidate for the office of Vice President. Each candidate for the office of Vice-President must have been a member in good standing of the Association for the immediately preceding three years. In determining the nominees for the office of Vice President, the Nominating Committee shall solicit recommendations from the Board of Directors and the general membership.
- (b) A ballot listing the name of each candidate for Vice-President shall be prepared and presented to the Membership no later than October 15th of each year. Each Member may vote for one candidate.
- (c) The nominee receiving the highest number of votes shall be the duly elected Vice President. The Vice President shall serve a one-year term, and at the expiration of such term the Vice-President shall become President-Elect. The President Elect shall serve a one-year term, at the expiration of which the President Elect shall become President. The President shall serve a one year term, at the expiration of which the President shall become the Immediate Past President. Each year the incoming President shall appoint a Treasurer from the general membership subject to the approval of the Board of Directors.
- Sec.2.** The President shall be the chief executive officer of the Association and shall preside at all General Membership meetings of the Association, the Board of Directors and the Executive Committee. The President shall conduct the business of the Association in accordance with the Constitution and By-Laws and other rules and regulations of the Association. The President may appoint standing and ad hoc committees and shall be ex-officio member of all committees.
- Sec.3.** All outgoing Presidents shall become the Immediate Past President. The Immediate Past President shall serve as a director of the Association and a member of the Executive Committee.
- Sec.4.** The President Elect shall perform the duties of the President when the President is absent from any meetings of the General Membership, Executive Committee or Board of Directors; shall assist the President in the discharge of his or her duties; shall serve as a director of the Association and member of the Executive Committee; and shall assume the duties of the office of President in the event the President is incapable of performing his duties or that the office is vacated.
- Sec.5.** The Vice President shall perform the duties of the President and President-elect when the President and President-elect are absent from any meetings of the General Membership, Executive Committee, or Board of Directors; and shall assist the President and the President-elect in the discharge of their duties; shall serve as a director of the Association and member of the Executive Committee; and shall assume the duties of the office of President-elect in the event that the President-elect is incapable of performing his duties or that the office is vacated.
- Sec.6.** The Treasurer shall serve as chair of the Finance Committee; act as custodian of all the assets of the Association; invest reserve funds in accordance with policy established by the Board of Directors; shall hold the Executive Director responsible for the collection of all monies due the Association in the course of its regular operations and for its special events, disbursing monies from the general fund, paying all expenses of the Association subject to the direction of the Board of Directors, maintaining a file of all vouchers and invoices accompanying them for a period of not less than seven years, depositing all monies in the name of the Association in an institution

approved by the Executive Committee; make detailed reports of the financial status of the Association at each meeting of the Board of Directors, and at such other times as the Executive Committee may request. The Treasurer shall turn over all funds, properties under his custodianship, and records to a successor.

**Sec.7.** An Executive Director shall be employed by the Pacific Coast Cutting Horse Association upon such terms and conditions as the Board of Directors may from time to time deem appropriate and shall be responsible to the President. The Executive Director shall keep and safeguard the records and funds of the Association and shall attend meetings at the direction of the President. The Executive Director shall act as custodian of the records of the Association; issue all notices on call to the Directors and members; keep the membership roll, issue membership cards and certificates; conduct and supervise all elections; serve as Secretary of the Board of Directors and Executive Committee, and be responsible for recording and certifying the minutes of all business meetings of the general membership, Board of Directors and the Executive Committee; serve as Assistant Treasurer of the Board of Directors, and to be responsible for the financial records of the Association and for all receipts and disbursements; execute the financial policies of the Association, including deposit of all monies in the name of the Association in an institution approved by the Executive Committee; keep the Corporate Seal and execute those documents requiring the signature of the corporate secretary; and perform such other duties as usually pertain to this office including those especially assigned to the Executive Director from time to time by the Board of Directors. The Executive Director shall not serve as an officer or Director of the Pacific Coast Cutting Horse Association.

**Sec.8.** The Executive Committee shall be composed of the President, President-Elect, Vice President, Treasurer, Immediate Past President and two(2) additional members to be elected by the Board of Directors in January of each year, each for a staggered two (2) year term. Any Director so elected must have at least the number of years remaining in his elected Director term as his or her elected term on the Executive Committee requires.

(a) The Executive Committee shall meet and act for the Board of Directors on an ad hoc basis as required, audit the Association's financial books; review the annual budget, including staff salaries; review and develop agenda items for meetings of the Board of Directors; and manage the affairs of the Association and exercise all duties vested in them by these By-Laws and by the Board of Directors.

(b) The Executive Committee may hold meetings at anytime, for any purpose pertaining to the welfare of the Association and at any place upon call of the President or any three (3) members of the Executive Committee acting jointly.

(c) Decisions at all meetings of the Executive Committee shall be by majority rule.

(d) A Quorum at any meeting of the Executive Committee shall be not less than four (4) of its members. A majority of such a Quorum shall decide any questions that may come before the meeting. All Executive Committee meetings may be adjourned from day to day or from time to time until a Quorum appears.

(e) Any member of the Executive Committee shall be automatically removed if: 1. Such member misses (in person or by phone) any Executive Committee meetings, without approval of the President or Executive Committee, or misses a total of three (3) Executive Committee meetings during their 2 year term of office. In the case of such a removal, a successor shall be appointed by the Board of Directors to fill the remaining term of the prior Executive Committee Member.

**Sec.9.** The Board of Directors of this Association shall consist of the President, President-Elect, Vice President, Treasurer, Immediate Past President and fifteen (15) members in good standing, twelve of which shall be elected according to the provisions of Article II of these by-laws and three of which shall be appointed by the President as follows: Each year the President shall appoint a director from the membership to serve at-large for a term of three years.

(a) All members of the Board of Directors shall serve a three (3) year term to begin on January 1st of the year immediately following their election or appointment, except for appointments to fulfill uncompleted terms.

- (b)** All members of the Board of Directors must have been members in good standing for a period of one year prior to their election or appointment. In the event of a vacancy in the Board of Directors, it shall be the duty of the President to appoint a replacement, providing the appointee so qualifies under the provisions of this section to serve the remainder of the uncompleted term.
- (c)** The Board of Directors shall meet at least two times per year at the direction of the President.
- (d)** Special Meetings of the Board of Directors may be called by the President or any six (6) members of the Board of Directors at any time or place on one week's notice.
- (e)** A Quorum at any meeting of the Board of Directors shall not be less than ten (10) of the Directors. A majority of such Quorum shall decide any questions that may come before the meeting. All Directors' meetings may be adjourned from day to day or from time to time until a Quorum appears.
- (f)** The order of business at all meetings of the Board of Directors shall be:

  1. Meeting called to order.
  2. Roll call.
  3. Reading and disposal of minutes.
  4. Reports of Officers and Committees.
  5. Election (if any).
  6. Unfinished business.
  7. New business.
  8. Adjournment.
- (g)** Any member of the Board of Directors shall be removed if:

  1. A Director misses any Board of Directors' meetings, without approval of the President or Board of Directors, or misses a total of three (3) Board of Directors meetings during his/her three (3) year term of office.
  2. A District Director moves out of the district in which he/she serves as a Director, he/she will automatically relinquish said directorship, or
  3. A Director at-large moves out of the territory of the Association, he/she will automatically relinquish said directorship.

## **Article II Elections**

**Sec.1.** All Elected Directors shall be elected for a three (3) year term.

**Sec.2.** Each year the President shall appoint a Nominating Committee in the manner described in Article I, Section 1. (a) of these by laws for the additional purpose of selecting a slate of candidates to be elected to fill all expiring terms of Directors. The slate of candidates shall consist of at least two nominees for each directorship to be filled. The Executive Director shall submit to the membership, prior to October 15<sup>th</sup>, of each year, a ballot containing the names of the candidates selected by the

Nominating Committee relative to the district within which the member resides. The names of the candidates to be elected at-large may be submitted to the membership at a later date. All ballots shall be tabulated by an independent auditor or accounting firm. In order to be valid all ballots must be marked, signed and returned to the office of the independent auditor or accounting firm, the address of which shall be printed on said ballot, not later than November 15<sup>th</sup>, of each year. The nominee from each district receiving the highest number of votes shall be elected. The nominee at-large receiving the highest number of votes shall be elected.

**Sec.3.** All elected officers and directors shall serve from January 1<sup>st</sup> of the year immediately following the year in which they are elected through December 31<sup>st</sup> of the year of their elected term or until the annual meeting of members if held between January 1 and February 1 of the New Year. On those occasions when an annual meeting of members is held after January 1 and prior to February 1 of the term year, all elected officers and directors shall assume his/her role of office at such meeting. In the event such annual meeting of members is not held during such stated period, the year of term shall commence January 1.

### **Article III Members**

**Sec.1.** The annual meeting of the members of this Association shall be held at a time and place designated by the President on thirty days written notice.

**Sec.2.** Special General Membership meetings may be called by the President at any time and place on thirty days written notice to all members.

**Sec.3.** Fifteen (15) members shall constitute a Quorum at any General Membership meeting and the majority of such Quorum shall decide any question that may arise at any meeting. All General Membership meetings may be adjourned from day to day and from time to time until a Quorum appears.

**Sec.4.** Each member shall be entitled to one (1) vote. There shall be no proxy vote in this Association.

**Sec.5.** Any member who shall make himself or herself a nuisance by constant complaints or fault-finding or by harassing an officer or an employee of the Association because of real or fancied grievances, may at the direction of the Board of Directors be dropped from membership and all privileges of the Association be denied him/her thereafter.

**Sec.6.** Any member having accounts owed to the Association for a period in excess of ninety (90) days shall have all membership privileges suspended without notice and the name of such suspended member shall appear on a schedule to be published in the Association publication each month until such delinquent account is paid current..

**Sec.7.** The order of business of any meeting of the General Membership shall be:

1. Calling the roll.
2. Proof of due notice.
3. Reading and disposal of minutes.
4. Report of Officers and Directors.
5. Election (if any).
6. Unfinished business
7. New business.
8. Adjournment.

### **ARTICLE IV Membership**

**Sec.1.** Membership in the Association is a privilege, not a right, application for which shall be made on forms and by fees and procedures prescribed from time to time by the Association.

Membership or application therefore, may be terminated or rejected by the Executive Committee or Board of Directors for cause detrimental to the interest of the Association, or to its programs, policies, objectives and or the harmonious relationship of its members, as determined by the Executive Committee or the Board of Directors. Termination or application rejection proceedings under this paragraph shall be conducted under the Association's disciplinary procedures for notice, hearing and temporary suspension; the effect of termination or rejection may be the denial of the privileges of the Association, as set forth in the Association disciplinary procedures.

**Sec.2.** Each member shall pay annual and/or lifetime membership dues approved by the Board of **Directors**. All members who fail to pay the annual dues by December 31 prior to the next year shall be considered delinquent and shall forfeit all rights and privileges to participate in any activities of this association; however, PCCHA shall provide a grace period to all members until March 1 of each year. If payment is not made timely within the grace period, all rights as provided above are forfeited. If payment is made after March 1, all rights and privileges commence from date of payment to year end (See standing Rule 8). Payment shall be determined by postmark.

**Sec.3.** All membership dues shall be paid to the Pacific Coast Cutting Horse Association at its designated place of business.

#### **ARTICLE V Amendments**

**Sec.1.** Any By-Laws may be repealed, modified or amended and By-Laws may be adopted by majority vote of members present at any regular meeting of the General Membership of the Association or at any special meeting of the Association if due notice has been given that this will be a part of the order of business. However, any standing rule may not be changed unless the proposed change shall be submitted in writing to each member sixty (60) days prior to the meeting where the change is voted upon. Notice published in the Association publication is to be sufficient notification. Mailed ballots may be utilized at the discretion of the Board of Directors.

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## **RULE ADDITIONS/AMENDMENTS**

The Standing Rules of the PCCHA are those of the National Cutting Horse Association with the following ADDITIONS OR AMENDMENTS.

1. A member of the Pacific Coast Cutting Horse Association may work at any show.
2. To be approved, minimum mileage between shows interstate is set at two hundred and fifty (250) miles with older shows to be given preference on dates. If two shows ask for approval on the same day within the mileage limits, approval will be given if the show management will stagger their time for entry so that cutters who are interested will be able to attend both.
3. Every attempt shall be made to list the judge or judges for any approved show in at least one issue of the association publication.
4. In a Pacific Coast Cutting Horse Association Approved Open Cutting Horse Contest, competition is open to anyone.
  - a. Proof of ownership of any horse must be provided to the PCCHA office upon request, in either the form of a breed Certificate of Registration in the case of a registered horse, or a Bill of Sale or notarized letter in the event the horse is not registered.
  - b. All horses competing for PCCHA Year End Awards must comply with these rules (\$2,000 Limit Rider and Youth exempted from ownership rule.)
5. In an Official Pacific Coast Cutting Horse Association sponsored contest open to members only, the owners and riders of all horses must be active members.
6. Any horse coming under the ownership of a legal resident of the PCCHA Territory is accorded points won in the territory from the date of purchase. Points toward PCCHA Championships are transferable in sales between eligible PCCHA members only.
7. When there is a partnership on an Open horse, all owners must be current PCCHA members for points to count toward year end awards. A copy of the registration papers on the horse must be on file with the association office upon request.
8. The basis for determining the Top Ten Cutting Horses in all PCCHA classes (youth excluded) is arrived at by giving one point for each dollar (\$1.00) won at any PCCHA approved show in the jurisdiction of the PCCHA territory. At the end of the year the horse with the greatest number of points will be designated PCCHA Champion, the next horse Reserve Champion and so on down the line for the Top Ten.



9. Money won at a show sponsored by an individual member will have earnings from that show count toward year end awards.

10. The Pacific Coast Cutting Horse Association will suspend and/or revoke any and all memberships and show approvals of any association, individual, or Cutting Horse Contest that does not comply with the existing rule regarding assessment fees.

11. A show that is approved by the Pacific Coast Cutting Horse Association must use the Association rules.

12. When requesting PCCHA show approval all classes planned must be listed by Show Management on the official PCCHA approval form. (Club and state resident classes exempted.)

13. All entries made by phone, mail, etc., not canceled before the draw of the show must be honored. Failure to comply with this rule will result in automatic suspension from all future PCCHA sponsored shows. Any horse coming under the ownership of a legal resident of the PCCHA Territory is accorded points won in the territory from the date of purchase. Points toward PCCHA Championships are transferable in sales between legal residents only.

14. To be PCCHA approved, the signed application form for all Open Cutting Horse Contests must be **emailed** to the PCCHA office **not less than 45 days before the beginning date of the show**. All approved shows must appear in at least one issue of the Association publication **and on the PCCHA Website Calendar** at least one month prior to the show's **starting** date or have notice by **Eblast** as provided below. This includes jackpots as well as contests offering a purse

a. Shows requiring an Eblast due to missing Publication deadlines, **must be sent to the membership and general public** no later than fifteen (15) days prior to the **starting** date of show.

b. All shows requesting an **Eblast due to missing the required deadline** must pay **-the PCCHA Board approved Eblast cost, currently -\$350**.

1. Any PCCHA approved jackpot show shall constitute a Championship Show and earnings will count toward year end awards.

## 2. Youth Division

a. Juniors riding in the Youth class may ride any horse for PCCHA points.

b. Only Youth members of PCCHA shall be eligible to receive any awards offered by the PCCHA.

c. Points shall be awarded in the PCCHA Youth Contest on the following basis: 1st place six (6) points; 2nd place five (5) points; 3rd place four (4) points; 4th place three (3) points, 5th place two (2) points; 6th place one (1) point. In the event there are less than six entries, points will be awarded based on the number of entries. i.e.: 3 entries; 1st place -3 points, 2nd place 2 points, 3rd place -1 point; 4 entries, 1st place -4 points, 2nd place -3 points, 3rd place -2 points, 4th place -1 point.

d. Annual dues for PCCHA Youth membership shall be \$20.00 without a magazine and \$35.00 with a magazine per year, due December 31st of each year.