

**TEXAS RABBIT BREEDERS ASSOCIATION, INCORPORATED**

**CONSTITUTION**

**ARTICLE I -- Name**

**Section 1.** This nonprofit association shall be known and designated as the Texas Rabbit Breeders Association (TRBA).

**ARTICLE II -- Object**

**Section 1.** To afford membership to persons interested in breeding, showing and marketing domestic rabbits and the products thereof, in the State of Texas, into relations of mutual assistance and cooperation.

**Section 2.** To promote, encourage, develop and improve breeding, advancements and betterment of domestic rabbits and associated industries in the State of Texas.

**Section 3.** To work in close cooperation with our parent Association, the American Rabbit Breeders Association, all state associations, regional and local clubs, for the advancement of breeding, marketing and processing, so as to afford a greater financial return to our members.

**Section 4.** To assist in the organization of local and specialty clubs for the purpose herein set out, and to include such associations and clubs as affiliated members.

**Section 5.** To have a minimum of one show and convention each year sponsored by the State Association, known as the Texas Rabbit Breeders Association Annual Show and Convention, to be held in a place designated by the Executive Committee.

**ARTICLE III -- Membership**

**Section 1.** Any person may become a member of this Association upon the payment of dues as provided in the By-Laws, and by agreeing to comply with all rules, regulations and mandates of this Association.

**Section 2.** The Executive Board reserves the right to accept or reject, for cause, any application for individual, club or association membership or renewal.

**Section 3.** Any club or association in the State of Texas may become a member of this Association upon the payment of an affiliation fee and being a member of the parent association, the American Rabbit Breeders Association, as provided for in the By-Laws.

**Section 4.** The Executive Board may elect as an Honorary Member any person distinguished for his/her political, scientific, industrial or administrative capacity. Honorary members shall be exempt from all dues or fees, but shall have no right to vote at any meeting of the Association and shall not hold any office in the Association.

**Section 5.** All individual members in good standing thirty (30) days prior to the annual membership meeting of this Association, shall have the right to vote in person at the following annual membership meeting of this Association. Individual members may not vote by proxy.

**Section 6.** Any member of this Association who organizes or holds office in a local club or association which has a constitution or by-laws contrary to those of this Association shall have his/her membership revoked.

**Section 7:** All TRBA members age 18 and under may compete in the TRBA Youth Contests, but only TRBA Youth Members who are legal residents of the State of Texas may compete for TRBA Youth Royalty.

**ARTICLE IV -- Authority**

**Section 1.** This Association shall have the authority to make such laws, establish such rules and adopt such regulations as may be necessary for the government of its members.

**Section 2.** To require members to obey its mandates in all matters pertaining to Its Constitution and By-Laws and ethics peculiar to the industry, and to inflict such penalties as It may deem necessary for the disobedience of Its will.

**Section 3.** Roberts Rules of Order shall be considered as the final authority for this Association on all questions not specifically covered by the Constitution and By-Laws.

**ARTICLE V -- Meetings**

**Section 1.** This Association shall hold an annual membership meeting at such time and place as may be designated in the By-Laws.

**ARTICLE VI -- Officers**

**Section 1.** The elective officers of this Association shall be a President, Vice President, Secretary/Treasurer and five (5) Directors at large. These officers shall be known as the Executive Board. Each officer shall serve a term of two (2) years. Each must be a member in good standing of the organization for the entire term of office. The President, Vice President and the five (5) Directors will only serve two (2) consecutive terms in the same office.

**Section 2.** The President and two (2) Directors will be elected in odd numbered years and the Vice President and three (3) Directors will be elected in even numbered years by the members present at the annual membership meeting to be held in July of each year.

**Section 3.** The elected officers shall enter upon the discharge of their duties immediately following the meeting at which they are elected.

**Section 4.** The Secretary-Treasurer: All candidates for this office shall file a written application including experience, training and other qualifications for office. The application to be filed with the President of this Association not less than sixty (60) days prior to the Association's annual membership meeting. The Secretary-Treasurer shall be elected by the general membership present at the annual meeting for a term of two (2) years. The Secretary-Treasurer shall enter upon the discharge of his/her office immediately following the annual membership meeting at which he/she is elected. The Secretary-Treasurer must be a member in good standing for the entire term of office.

**Section 5.** Any Officer of this Association may be removed from office, for justifiable cause, by a two-thirds (2/3) vote of the Executive Board at a specially-called meeting.

**Section 6.** Each Executive Board Member must be a legal resident of the State of Texas.

**Section 7.** The President, Vice President and Secretary-Treasurer shall be known as the Executive Committee and shall be members of the Executive Board and shall obtain a vote of the Executive Board on major decisions and expenditures in excess of Five Hundred Dollars (\$500.00).

**Section 8.** The retiring President shall serve as an ex-officio advisor to the Executive Board until replaced by the next retiring President.

**ARTICLE VII -- Duties Of Officers**

**Section 1.** The President shall preside at all meetings of this Association, and shall chair the Executive Board meetings, with full power and prerogatives, appoint all committees, call special meetings of the Association, or of the Executive Board, in accordance with the Constitution and By-Laws, and perform other duties as usually pertain to this office. The President shall have such other powers as may be conferred upon this office by the Executive Board at any meeting of such Board. The President shall be an ex-officio member of all committees.

**Section 2.** The Vice President shall have the same duties as those of the President in the event of the absence or disability of the President and such other duties as designated by the Executive Board.

**Section 3.** The Secretary-Treasurer shall devote sufficient time and attention to the duties of this office and to such other duties as the President and Executive Board shall direct. The Secretary-Treasurer shall collect and keep account of all monies due to the Association, pay such accounts as may be owed by the Association and make reports to the Executive Board. The Secretary-Treasurer shall be bonded in favor of the Association for a sum to be set by the Executive Board, in a company approved by the Executive Board, said bond to be delivered to the President of the Association. Failure to furnish satisfactory bond within thirty (30) days following election shall automatically disqualify the Secretary-Treasurer from office. The cost of the bond is to be paid by the Association. The Secretary-Treasurer shall receive and act upon all applications for membership. The Secretary-Treasurer shall notify members of all meetings, either by publication or individual notice; as well as notify all members prior to the expiration of their membership. The Secretary-Treasurer shall keep an accurate record of all meetings; and shall act promptly on all correspondence directed to this office. The Secretary-Treasurer shall consult with the Executive Board on such matters of policy as he/she deems advisable. The Secretary-Treasurer shall keep a complete and up-to-date membership list, including current addresses. The Secretary-Treasurer shall keep a complete and up-to-date list of all affiliated clubs and associations and registered rabbitries. The Secretary-Treasurer shall order all necessary forms and printed matter for the conduct of this office. The Secretary-Treasurer shall maintain a set of books, in a manner acceptable to the Executive Board and shall submit financial reports to the Executive Board and members by way of the Newsletter, and an annual report at each annual meeting of the Association for the fiscal year ending June 30<sup>th</sup>. The Secretary-Treasurer shall, within sixty (60) days following each annual or special meeting of the Association, inform the editor of the Newsletter of all changes in the regulations of the Association. The Secretary-Treasurer shall be allowed to retain thirty percent (30%) of all income collected during each year, with the exception of the State Show, Benefit Show/s, Scholarship Fund, memorial donations, fiscal year end journal entries, change and actual amount of checks returned for insufficient funds. The Executive Board shall have full authority to revise or adjust the Secretary-Treasurer salary.

**Section 4.** The duties of the Executive Board shall be to carry out the business decisions of the Association such as the following: Authorizing expenditures, devising ways and means of carrying out the objects and purposes of the Association, making rules during the year not covered by the present Constitution and By-Laws, and clarifying and interpreting the same until they may be corrected at a regular or special meeting of the Association. The Executive Board may, between annual meetings, conduct routine or special business, hold hearings and reach decisions by mail vote, with a majority vote of two-thirds (2/3) of the Executive Board required for passage.

**Section 5.** The Executive Committee may enter into legal contracts on behalf of this Association.

**Section 6.** The signature of each member of the Executive Committee shall appear on all Association bank accounts, with any one signature authorizing payment.

### **ARTICLE VIII -- Alterations - Amendments - Resolutions**

**Section 1.** Any alteration or amendment to the Constitution to be offered at any annual or special meeting of this Association shall be made by resolution, in writing, by any member of this Association, in good standing, and sent to the Secretary-Treasurer at least one hundred twenty (120) days prior to the meeting at which it is to be presented. The

Secretary-Treasurer will record receipt of any proposed resolutions/amendments and forward to the Chairman of the Constitution and By-Laws Committee. The Constitution and By-Laws Committee will then review and study the proposed resolutions/amendments for proper wording and correct placement in the present document. All resolutions are to be confined to one (1) subject. All resolutions shall be published in the TRBA Newsletter and/or mailed to the membership at least thirty (30) days in advance of the annual or special meeting at which they are to be considered.

Section 2. The Constitution may then be amended by an affirmative two-thirds (2/3) vote of all members and Directors casting votes at an annual or special meeting of the Association.

## BY-LAWS

### ARTICLE I -- Membership

Section 1. The membership in this Association shall be local clubs, regional clubs, and specialty clubs or associations within the State of Texas. Membership in this Association shall also be individual members residing in Texas and associate members from other states.

Section 2. Any person holding office in this Association must be a member in good standing of the American Rabbit Breeders Association and Texas Rabbit Breeders Association. Any person holding office in any club or association affiliated with this Association must be a member in good standing of the American Rabbit Breeders Association and Texas Rabbit Breeders Association.

Section 3. Individual members shall pay a fee of thirteen dollars (\$13.00) per annum. A combination membership for husband and wife or two (2) people at the same address shall be available for twenty-five dollars (\$25.00) per annum. For each individual in excess of two (2) at the same address, the fee shall be three dollars (\$3.00) per individual per annum. Only one (1) yearbook and one (1) newsletter will be mailed to each household. A full individual membership must be paid in order to receive more than one (1) yearbook or newsletter at any household. Failure to renew a membership within thirty (30) days following the expiration date of such membership shall result in automatic termination of such membership.

Section 4. Members age eighteen (18) and under shall be known as youth members and may compete in TRBA Youth Activities including the annual Youth Sweepstakes Contest. Individual mentally impaired members, who qualify for Special Olympics, may participate in TRBA Youth Activities through twenty-one (21) years of age. (When entering an ARBA sanctioned show, youth may not list a rabbitry name as the name of the exhibitor.) Members age nineteen (19) and above shall be considered adult members and may not enter Youth Shows.

Section 5. Members of this Association in good standing shall have the privilege of registering a rabbitry for a one-time fee of ten dollars (\$10.00) as long as the membership is current. (When entering an ARBA sanctioned show, members may not list a rabbitry name as the name of the exhibitor.) The registering of a rabbitry by a non-member of this Association will not be permitted.

Section 6. Any member of this Association in good standing may organize a local club or association, composed of breeders in his or her residence area, or breeders of a specialty breed. Officers of any such club or association should consist of a President, Vice President, Secretary, Treasurer and three (3) or more Directors. No affiliation will be granted a club or association with less than five (5) members of this Association, in good

standing. All officers and directors of a club or association must be members of the ARBA, the TRBA, and be a legal resident of the State of Texas. No affiliation will be renewed unless the requirements for the original affiliation have been met. Clubs or associations shall pay an affiliation fee of twenty dollars (\$20.00) and an affiliation renewal fee of ten dollars (\$10.00) per annum, said fee to accompany a list of the names, addresses and phone numbers of all officers and directors. All affiliation renewals and fees are due no later than January 1<sup>st</sup>. Any club which does not renew it's affiliation by January 1<sup>st</sup>. shall be considered a new club and shall pay the twenty dollar (\$20.00) affiliation fee.

**Section 7.** The Newsletter will be mailed only to members in good standing of this Association.

#### **ARTICLE II -- Officers**

**Section 1.** All Officers and Directors must be members in good standing of this association and must be legal residents of the State of Texas.

**Section 2.** Directors may be removed from office for justifiable cause, by a majority vote of the Executive Board.

**Section 3.** Any Officer of this Association may be removed from office for justifiable cause, by a two-thirds (2/3) majority vote of the Executive Board. In this event, a Special Meeting of the Executive Board will be called to elect an interim Officer to the vacant position, to serve until the next annual membership meeting.

#### **ARTICLE III -- Meetings**

**Section 1.** Each annual meeting and any special meeting of the Executive Board shall be held in a city to be designated by the Executive Committee. Notice of the time and place for holding the annual meeting shall be listed in the Newsletter or mailed to the membership at least thirty (30) days prior to the meeting. Notice of any special meeting shall be printed in the Newsletter or mailed to the Executive Board at least thirty (30) days prior to the meeting.

**Section 2.** The President shall call a special meeting of the Association whenever requested, in the form of a petition, signed by at least two-thirds (2/3) of the Executive Board or at least one hundred (100) members of the Association in good standing. At any special meeting there shall be considered only the special business for which the special meeting was called.

**Section 3.** At all special meetings of the Executive Board, a simple majority of the Executive Board present at that meeting shall constitute a quorum.

**Section 4.** All motions, except for routine procedural approval of the minutes, the treasurer's report, to close nominations for office and adjournment of a meeting, shall be put in written form and read back to the membership prior to a vote on the motion.

**Section 5.** In order to vote at the annual general membership meeting, membership dues must be paid and processed thirty (30) days prior to the meeting.

#### **ARTICLE IV -- Departments and Committees**

**Section 1.** All committee appointments shall be for a term of two (2) years to be appointed by the newly elected President with approval by the Executive Board. Each committee chairman shall submit a proposed budget to the budget chairman no later than May 15 each year for inclusion in the upcoming proposed budget.

**Section 2.** The **PROMOTIONS COMMITTEE** shall consist of a Chairperson, the newsletter Editor and four (4) or more members. Its duties shall include: **A. ADVERTISING.** The committee shall seek to secure individual and commercial advertising for the Newsletter, Yearbook, and other TRBA publications. The Committee may prepare and distribute literature approved by the Executive Board to encourage

advertising in TRBA publications. B. PUBLICITY. The Committee, working closely with the advice of the President, shall be responsible for all news reporting in the TRBA Newsletter.

Section 3. The AUDIT COMMITTEE shall consist of a Chairperson and two (2) or more members. The audit will be performed to establish that proper procedures are performed by the Secretary-Treasurer, to insure that all monies received and expended are properly controlled and reported. To review all procedures to assist the Secretary-Treasurer to insure that more convenient and/or more economical methods are used. To remain aware of how income is derived and monies are expended. Chairperson will insure that a report is prepared and reported to the membership at the annual state meeting.

Section 4. The BUDGET PLANNING COMMITTEE shall consist of a Chairperson and two (2) members who have at least five (5) years business experience and if possible a history of financial responsibilities. The Committee is to establish a short term yearly budget to be offered for approval at the annual membership meeting and a long term three (3) year budget to be used for future planning purposes. Each officer and all other committee chairpersons will provide to the Budget Planning Committee, all known fiscal requirements and estimated costs required to complete the duties of their position/committee.

Section 5. The CONSTITUTION AND BY-LAWS COMMITTEE shall consist of a chairman and three (3) or more members, who shall maintain continuous study of the Constitution and By-Laws for the purpose of furnishing interpretations and to study all proposed resolutions/amendments for proper wording and correct placement in the present document. The Committee may, with Executive Board approval, offer resolutions/amendments in the prescribed manner for consideration at the annual meeting.

Section 6. The EQUIPMENT COMMITTEE shall consist of a Chairman, a member of the Executive Board and four (4) or more other members. Among other duties assigned by the Executive Board, the Committee shall see that all show equipment owned by this Association shall be used as set out in the most current rental/lease agreement as approved by the membership and/or Executive Board of this association.

Section 7. The HISTORICAL COMMITTEE shall consist of a Chairman and two (2) or more members and shall maintain a record of all major TRBA functions consisting of pictures, news articles and other pertinent information. The committee shall keep photo albums, newsletters, etc, shall display same at the annual state meeting and state shows and at other related activities. Shall solicit historical items and articles from past and present members and shall prepare articles pertaining to the history of the association for publication in the newsletter.

Section 8. The MEMBERSHIP SERVICES COMMITTEE will consist of a Chairman and two (2) or more members who shall be responsible for working closely with the TRBA Secretary to develop appropriate materials, brochures, pamphlets and other documents as approved by the Executive Board, to hand or forward to new members and clubs. To seek new members, be ready to assist all members, including providing information on starting new clubs. To be very knowledgeable in operating clubs and shows in general. To have information available on ideas on starting clubs, earning monies, gaining new members, operating meetings, etc. Shall devise ways to cause new members to be gained. Chairperson will work closely with TRBA Executive Committee to insure current information is always available.

Section 9. The SCHOLARSHIP AWARDS COMMITTEE shall consist of a Chairman and four (4) or more members, who shall review and recommend qualified TRBA member

applicants. Only applicants who reside in the State of Texas may make application for a TRBA Scholarship Award. A maximum of five (5) scholarships may be awarded per year if there are at least five (5) qualified applicants.

**Section 10.** The SCHOLARSHIP RULES COMMITTEE shall consist of a Chairman and two (2) or more members, who shall review and recommend additions, deletions, and/or changes to the rules for selecting and awarding scholarships to qualified TRBA members.

**Section 11.** The VIDEO COMMITTEE shall consist of a Chairman and one or more members, to be responsible for video taping the annual membership meeting and other meetings/activities as requested by the Executive Board.

**Section 12.** The WAYS & MEANS COMMITTEE shall consist of a Chairperson and two (2) or more members, to seek out ways and methods to receive revenue, including raffles, contests, special projects, etc. as approved by the Executive Board. The committee shall be responsible, with Executive Board approval, for all promotional material for this Association. Shall design, originate and obtain, subject to Executive Board approval, all membership emblems, insignia and other approved material. The Chairman shall maintain close contact with the Secretary-Treasurer to enable the Secretary-Treasurer to monitor the funds generated and spent by this department.

**Section 13.** The YOUTH CONTEST COMMITTEE shall consist of a Chairman, the appointed Youth Advisors and one (1) other member appointed by the Executive Board. Committee to be responsible for preparing any youth contest materials, as approved by the Executive Board, and for conducting youth contests at the TRBA Annual State Show and Convention.

#### ARTICLE V – Interpretation

**Section 1.** The interpretation of the Constitution, By-Laws, regulations, notices, etc., by the Executive Committee plus other members of the Executive Board of this Association as needed, shall be binding upon all members of this Association.

**Section 2.** All notices required to be sent to any member of this Association shall be sent by regular mail, prepaid to the member's address as it appears on the books of this Association, and such mailing shall be presumptive evidence of the service thereof. Any change of address must be sent promptly to the office of the Secretary-Treasurer of this Association.

**Section 3.** The Executive Board may, on all matters regarding interpretation, or special business, hold hearings and reach decisions by mail vote with a majority vote of those responding required for passage.

#### ARTICLE VI – Alterations and Amendments

**Section 1. METHOD NUMBER ONE.** Any amendment to the By-Laws to be offered at any annual or special meeting of this Association shall be made by resolution, in writing, by any member of this Association, in good standing, and mailed to the Secretary-Treasurer at least one hundred twenty (120) days prior to the meeting at which it is to be presented. All resolutions are to be confined to one subject. All resolutions shall be published in the newsletter and/or mailed to the membership at least thirty (30) days in advance of the annual or special meeting at which they are to be considered, in order that members may have the opportunity to form an intelligent opinion on their merits.

**Section 2. METHOD NUMBER TWO.** Any member in good standing may ask the membership, at the annual membership meeting, to consider an amendment to the By-Laws. The member shall present the subject for consideration with no discussion from the floor. The amendment shall be presented in written form to be considered for discussion

and passage. A two-thirds (2/3) affirmative vote will be required for passage.

**Section 3.** The By-Laws may then be amended by an affirmative majority vote of all members and Executive Committee casting votes at a regular or special meeting of this Association.

#### **ARTICLE VII – State Sanctioned Shows**

**Section 1.** Any local club holding membership in this Association may hold an official TRBA Sanctioned Show under the following conditions:

- A. Show to be governed strictly in accordance with the official show rules of the American Rabbit Breeders Association.
- B. Application for the sanction must be made at least thirty (30) days prior to the show.
- C. Local or specialty club shall send Sweepstakes Chairperson, within thirty (30) days following the show, a list of the names and addresses of all exhibitors and a listing of all exhibitors placing 1<sup>st</sup>. through 5<sup>th</sup> place in each class of each breed shown. All fur and meat classes to be exempt.
- D. Sanction fee of ten dollars (\$10.00) to be paid to the State Secretary when the application for the open or youth rabbit or open cavy sanction is made.
- E. Sanction fee of five dollars (\$5.00) be paid to the State Secretary when the application for a state specialty club sanction is made.
- F. All show secretaries and show superintendents must be members in good standing of the American Rabbit Breeders Association and the Texas Rabbit Breeders Association.
- G. Club agrees to print in their show catalog the current TRBA secretary name, address, amount of membership dues, amount of sanction fee and designated as “A TEXAS SANCTIONED SHOW”.
- H. No sanction request will be granted by this Association for a show to be held on the same dates as the TRBA Annual State Show and Convention, for the weekend of the TRBA Fall Show or for any other weekend when the TRBA is conducting a TRBA Show.
- I. All TRBA Sanctioned Shows must be held within the boundaries of the State of Texas.

**Section 2.** In order to help cover the cost of TRBA State Show awards, annual Sweepstakes awards and other expenses of this Association, each club that has sanctioned their show(s) with the TRBA will submit payment to the TRBA Secretary-Treasurer twenty cents (\$.20) show tax for each animal shown, excluding fur and commercial classes (single fryer, meat pen, roaster, stewer, commercial fur etc.). In addition to the show tax payment they shall also submit the complete list of BOB/BOS/BIS/RIS winners for each sanctioned show. Each show sponsor shall submit to the TRBA Sweepstakes Chairperson the complete show report for all breeds shown both class and points placement pages. These reports may be sent via email by use of PDF files or mailed via post office, but must be received by the TRBA Sweepstakes Chairperson thirty (30) days following the said sanctioned show date. Any show that exceeds the thirty (30) day report date deadline will be fined an additional five cents (\$.05) per animal and will increase the same for each additional thirty (30) days past the official deadline date until payment is received. No sanction will be issued by this Association to any club in fault until all fees, including penalties, have been paid.

A. Show Tax breakdown shall be as follows:

- (1) Fifteen (15%) percent to be paid to the TRBA Sweepstakes Chairperson

quarterly and within the quarter it is received.

(2) Twenty-Five (25%) percent to be retained to cover said awards in Section 2 above.

(3) Sixty (60%) percent to be retained in the TRBA General Fund to assist in covering the daily operational cost of this Association.

B. TRBA Sponsored Shows who are exempt from said "Show Tax" shall still pay the TRBA Sweepstakes Chairperson three cents (\$.03) per head for his/her duty as Sweepstakes Chairperson, except for the annual TRBA State Show.

**ARTICLE VIII – Annual State Show**

**Section 1.** The annual show of this Association shall be held in a chosen location, and shall be conducted by this Association, which shall pay all expenses in connection therewith and retain any and all profit there from.

**Section 2.** Such Annual State Association Show shall be held in March or April on the weekend prior to Easter.

**Section 3.** The Open Show, Youth Show and Cavy Show of the Texas Rabbit Breeders Association Annual State Show shall be conducted by this Association.

**Constitution and By-Laws Last Amended by the membership 08-06-11**

**By-Laws Article VII, State Sanctioned Shows, Section 2.**

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**TRBA GENERAL OPERATING POLICIES**

- TRBA Executive Board to set the amount of compensation to be paid to TRBA News Editor, based on the amount and quality of work, which is to be paid as issues are distributed. 7-68
- All contracts entered into by the TRBA are to be in writing with all costs listed. 7-73
- TRBA News Editor has the right to edit articles and reports which contain unnecessary information or grammatical error. 7-76
- Complaints about the TRBA Newsletter to be put in writing and sent to the President, who will in turn investigate the complaint. 7-77
- Specialty Club shows held in conjunction with the TRBA State Show will not be permitted. 7-79
- Bids for hosting the State Show are to be sent to the TRBA Secretary in enough time to be printed in the TRBA Newsletter prior to the annual state meeting. Bids should contain all pertinent information, including rental cost, banquet costs, hotel/motel accommodations, etc. 7-80
- All State Show exhibitors must provide sufficient water and feed cups for their entries. 7-80
- TRBA to obtain three (3) bids on all printing jobs to be done for TRBA. 7-81
- TRBA Life Membership will be granted to those individuals who have been a member in good standing for at least twenty-five (25) consecutive years. 7-88
- Specialty Club awards will not be given out at the TRBA Banquet. 12-89
- TRBA Executive Board will ratify all membership votes. 7-95
- No TRBA Officer or Director may serve on the Budget Committee. 07-96
- President shall notify TRBA Secretary of all Standing Committees and they will be published in the each newsletter and the yearbook. 7-96
- Minutes of each Board Meeting shall be published in the next newsletter following the meeting, with each vote tallied per individual Director. 7-96
- At least three (3) quotes will be solicited prior to any major purchase. 7-97

- Increase Newsletter Editor commission to \$.30 per mailed copy. 7-98
- State Show Committee authorized to increase State Show Entry Fee in a sufficient amount to cover cost of contracting labor for equipment set-up and tear-down. 7-00
- Membership Contest to run from July 1<sup>st</sup> through June 30<sup>th</sup>, to consist of one (1) division, with awards being 1<sup>st</sup>. place - \$25.00, 2<sup>nd</sup>. place - \$15.00 and 3<sup>rd</sup>. place - \$10.00. 7-01
- Sweepstakes Records to be retained for one (1) year following end of sweepstakes year. 7-01
- Effective for 2004 State Show, invitation to submit proposal for State Show Set-Up and Tear-Down to be advertised in TRBA Newsletter. Executive Board to review and award bid. 07-02
- Effective December 2002, Fall Show to be Benefit Show until further notice. 07-02
- If a tie exists for any of the three (3) places receiving awards in the yearly Membership Contest, each person involved in the tie shall receive the advertised award for that specific place. 7-02
- Returned check fee of \$25.00 and returned check policy adopted by TRBA. 7-02
- TRBA will not affiliate with any project, feed company or any other type business without approval of the TRBA Executive Board. 7-02
- All proposed TRBA Merchandise must be viewed and approved by Executive Board. 07-02
- TRBA holding coops and judging tables shall be available for rent/lease if approved by the membership and/or Executive Committee and if all contract requirements, including rental fees, insurance, etc., are met. Contract to be signed by both leasing party and by TRBA official. 07-03
- Any club which requests a sanction listing a show secretary who has had 2 or more late show reports with TRBA, will not be issued a TRBA Sanction as the TRBA will no longer accept that Show Secretary for a TRBA Sanctioned Show. 07-04
- A listing of all late show reports will be listed in the TRBA Newsletter. Any club which has a late show report on the final day to submit items for the newsletter will be included in the "Late Show Reports Section". Late show reports will be sorted by 30 days late, 60 days late, 90 days late, etc. There will be no exceptions to this procedure. 07-04
- Effective December 2005, the Fall Benefit Show shall be a double open and youth rabbit show and a double open cavy show. 07-05
- Effective January 1, 2006, the open and youth cavy sweepstakes shall be combined as one sweepstakes contest. 07-05
- Any affiliated club/fair which submits TRBA Show Reports late two (2) consecutive times, independent of the show secretary, shall be placed on probation for a period of one (1) year. If during the probationary period that club/fair submits a show report late, it shall be suspended for a period of one year, which shall suspend the club/fair of all rights and privileges afforded a TRBA Affiliated Club/Fair. 07-05
- Each breed specialty club must secure an individual TRBA Specialty Show Sanction for each breed no matter how many breeds the ARBA or specialty club allows for one sanction fee. 07-06
- State Show Scholarship Raffle changed to Scholarship/Equipment Raffle and proceeds to be split 50/50 between Scholarship Fund and General Fund Repayment. Change to apply until loan and interest are paid in full. 07-06
- General Fund to borrow funds from Scholarship Checking Account to purchase State Show Equipment (Cooping & Storage Boxes). 07-06

- **General Fund to pay higher interest rate than currently drawn on Scholarship Checking Account. 07-06**
  - **State Show entry increased to \$6.50 for single animals, meat pens and single fryers, with fur to be \$3.00 per entry. 07-06**
  - **Portion of Five Thousand Dollar (\$5000.00) gift from Lone Star Rabbit & Cavy Shows Inc. used to retire balance of loan/interest from Scholarship Fund. 07-07**
  - **New loan allowing General Fund to borrow monies from Scholarship Fund to purchase copier and maintenance contract, to be repaid at current interest rate. 07-07**
  - **Effective January 1, 2009, TRBA Newsletter publication changed to quarterly. 07-08**
  - **State Show National Breed Sanctions to be secured on breeds which have been shown in at least 5 TRBA Sanctioned shows in the fiscal year. 07-08**
  - **Effective 2008, the complete TRBA Yearbook to be published every two years coinciding with the election of the president. A supplemental yearbook to be prepared in opposite years with new member listings and any other changes/advertisements.**
  - **Sweepstakes Chairman to send letter to Club President & Secretary of all clubs who have show reports which are late. 07-08**
  - **Committee to be appointed to address changing date of Annual General Membership Meeting to be held in conjunction with TRBA State Show.**
  - **Friday night open and youth rabbit shows to be added to TRBA Fall Benefit Show. 03-10**
  - **Due to the loss of clubs and more available show dates, TRBA to investigate having more benefit shows during the year. 03-10**
  - **All requests for TRBA show sanctions must contain the physical address of the location of the show. 03-10**
  - **2012 and 2013 TRBA State Show to be a regular single open and single youth carrying cage show on Friday night with single TRBA points, entry \$3.50. Saturday to be designated as TRBA State Show as a single open and single youth carrying cage show with triple TRBA points, \$5 entry fee and out of state judges. TRBA Breed and Sweepstakes Awards to be distributed when judging of breed is complete. Sunday to be a regular single open and single youth carrying cage show with double TRBA points, entry fee \$3.50. All shows to be early entry. State Show Youth Royalty contest fee \$5.00, other youth contest fees to be \$2.00 per contest. 08-11**
  - **Additional TRBA Shows to be held during the year, possibly two (2) in fall, one (1) in spring, and one (1) in summer. 08-11**
  - **Effective January 1<sup>st</sup>, newsletter and yearbook to be provided by internet for those wishing to receive it by that means. 08-11**
  - **Change to Breeder of the Year Awards. 08-11**
  - **Annual General Membership Meeting to be held in conjunction with TRBA Fun Day on August 4, 2012. 08-11**
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