

1 COLORADO GAY RODEO
2 ASSOCIATION

3 BY- LAWS

4 2012



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9 REVISED MARCH 9, 2012
10 EFFECTIVE APRIL 1, 2012
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55 **Article I. Name of the Corporation**

56
57 1. Name

58 Pursuant to the Articles of Incorporation, and under the laws of the State of Colorado, the name of this organization
59 shall be the Colorado Gay Rodeo Association, Inc., hereafter known as the CGRA.

60
61 2. Assumed Name

62 The corporation shall have the right to conduct its business under an assumed name that shall be CGRA, or such
63 other assumed name that the corporation may authorize.

64
65 3. Corporation Status

66 The CGRA is a nonprofit corporation under applicable laws and rules.

67
68 4. Offices

69 The offices of the CGRA Board of Directors are located in Denver, Colorado.

70 a. The CGRA Board of Directors may also have offices at such other places, within and without the State
71 of Colorado, from time to time, as determined by the needs of the business of the CGRA Board of
72 Directors and approved by the Board.

73 b. The address of the CGRA Board of Directors is maintained as a Post Office Box.

74
75
76 **Article II. Purpose**

77
78 1. Objective

79 The objective of the CGRA shall be to elevate the image of women and men in the sports field of rodeo and
80 promoting the Country/ Western lifestyle.

81
82 2. Purposes

83 The purposes of the CGRA include, but are not necessarily limited to the following:

84 a. Provide an organization and activities consistent with promoting the sport of rodeo and the Country/
85 Western lifestyle, which encourages individual participation

86 b. Educate and inform its Members, other interested organizations, and individuals, regarding the sport of
87 rodeo and the Country/ Western lifestyle

88 c. Provide a forum for communication among its Members, the Gay community, and the public in general
89 through activities and charitable contributions

90 d. Conduct/ Host all annual IGRA sanctioned or CGRA sponsored rodeos held in Colorado.

91
92 3. Activities

93 Activities of the CGRA may include, but are not necessarily limited to:

94 a. Hosting rodeos

95 b. Hosting gymkhanas

96 c. Fundraising activities

97
98 4. Prohibitions

99 The following are prohibited:

100 a. Discrimination--The CGRA shall not engage in any discrimination, whether related to gender, physical
101 handicap, race, religion, creed, sexual orientation, age, or national origin.

102 b. Use of Funds--No part of the net earnings of the corporation shall insure the benefit of, or be distributed
103 to its members, trustees, officers, or other private persons, except that the CGRA is authorized and
104 empowered to pay compensation for services rendered and to make payments and distributions in
105 furtherance of the purposes set forth in Article II hereof.

110 **Article III. Organization**

111
112 1. CGRA Board of Directors

113 The CGRA is governed by a Board of Directors.

114
115 2. Composition of the CGRA Board of Directors

116 The CGRA Board of Directors, hereafter referred to as the Board, consists of five (5) elected officers (The
117 Executive Board), six (6) elected committee chairpersons, and one (1) elected rodeo director, all of whom are voting
118 members. Although an individual may hold more than one Board position, no individual may exercise more than
119 one vote.

120
121 3. Elected Officers, Committee Chairpersons, and other Members of the Board

122 The following are the elected Officers, Committee Chairpersons, and Members of the Board:

123 a. The Elected Officers

- 124 1) President
- 125 2) Vice President
- 126 3) Secretary
- 127 4) Treasurer
- 128 5) IGRA Trustee

129 b. The Committee Chairpersons

- 130 1) Rodeo Director
- 131 2) Public Relations
- 132 3) Fundraising
- 133 4) Entertainment
- 134 5) Rodeo & Gymkhana Events
- 135 6) Membership
- 136 7) Community Outreach

137
138 4. Term of Office

139 The term of office of the Elected Officers of the Board is one (1) year, except that the term of office of the IGRA
140 Trustee is three (3) years, or as may be legislated by IGRA. The term of office starts on September 1 of the year
141 of the annual elections except for the IGRA Trustee and the term of office for the President, Vice President,
142 Secretary, Treasurer and Rodeo Director shall be for two (2) years. The President and the Secretary shall be elected
143 in even-numbered years and the Vice President, Treasurer and Rodeo Director shall be elected in odd-numbered
144 years. The term of office for each newly elected Board starts on September 1st following the annual elections
145 except for the IGRA Trustee.

146
147 5. Executive Board

148 The elected officers comprise the Executive Board. The Executive Board is empowered between meetings of the
149 board of directors to handle all matters pertaining to Directors' duties, subject to ratification by the Board of
150 Directors at the next meeting of the board of directors.

151
152 6. Duties and Responsibilities

153 The Board of Directors is responsible for the operations of the CGRA. This Board may delegate such authority as is
154 necessary to govern the day to day operations of the CGRA to the Executive Board.

155
156 7. Duties of the Members of the Board of Directors

157 The duties and responsibilities of the Board Elected Officers and Standing Committee Chairpersons are described in
158 the following paragraphs:

159 a. President-- The President is the Chief Executive Officer of the CGRA and shall:

- 160 1) Preside at all meetings of the CGRA Board, Executive Board, General Membership, and
 - 161 Rodeo Committee
 - 162 2) Have general and active management of the business and affairs of the CGRA, including the
 - 163 preparation of the agenda for the meeting of the Board
 - 164 3) See that all orders and resolutions of the Board are carried into effect
-

- 165 4) Vote in accord with Roberts Rules of Order (current edition).
166 5) Perform such other duties and have such other authority and power as the Board of Directors
167 may from time to time prescribe
168 6) Be an ex-officio member of all Committees.
169
170 7) With the approval of Board, will sign all duly authorized certificates, contracts and other
171 agreements.
172 8) With approval of Board, and in conjunction with a second member of the Executive Board,
173 will sign any deeds, mortgages, or bonds.
174 9) Ensure continuing status of CGRA's scholarship program.
175

176 b. Vice President

- 177 1) Attend as a voting member all meetings of the CGRA Board, Executive Committee, General
178 Membership and Rodeo Committee
179 2) In the absence of or the disability of the President, performs the duties, has the authority, and
180 exercises the power of the President
181 3) Performs such other duties and has such other authority as the President and the Board of
182 Directors may prescribe
183 4) Serves as the liaison for the Mr., Ms., Miss and MsTer CGRA and is responsible for ensuring
184 all money from the Royalty team has been recorded and submitted in a negotiable form to the
185 Treasurer within five (5) days of its availability.
186 5) At the General Membership meeting that nearest to ninety days prior to the presentation of the
187 10 Year Anniversary Titleholders awards, shall present the Ten Year Title Holders to the General
188 Membership. Further, shall contact them ninety days prior to the awards presentation to determine
189 if they wish to receive their award Buckle/Crown or have the money donated to the Charity of
190 their choice as is directed elsewhere in these bylaws.

191 c. Secretary

- 192 1) Under the supervision of the President shall attend as a voting member all meetings of the
193 CGRA Board, Executive Committee, General Membership, and Rodeo Committee
194 2) Record the minutes of all proceedings, publish those minutes, and distribute the same
195 3) Give, or cause to be given, notice of all meetings of the CGRA Board, Executive Committee,
196 and General Membership
197 4) Maintain custody of the seal of the CGRA and, when authorized by the Board, affix the same
198 to any instrument requiring such seal
199 5) Maintain a written record of all policies and procedures prescribed by the CGRA Board or the
200 Executive Board
201 6) Shall see that all special notices are duly given in accordance with CGRA By-Laws
202 7) Shall obtain Rodeo and Gymkhana awards to include, but not be limited to, ribbons, sashes,
203 buckles and plaques
204 8) Shall perform all duties incident to the office and such other duties as may be prescribed from
205 Time to time
206 9) With assistance of Rodeo Director, gathers all records regarding rodeo to be entered into the
207 corporate records.
208

209 d. Treasurer

- 210 1) Under the supervision of the President shall attend as a voting member all meetings of the
211 CGRA Board, Executive Committee, General Membership, and Rodeo Committee
212 2) Have custody of the funds of the CGRA
213 3) Keep full and accurate accounts of receipts and disbursements of the CGRA
214 4) Be a signer of all bank accounts
215 5) Deposit all money and other valuable effects in the name of and to the credit of the CGRA in
216 such depositories as may be designated by the Board within three (3) business days of receipt
217 6) Disburse the funds of the CGRA as may be ordered by the Board and upon receipt of proper
218 vouchers.

- 219 a) taking proper vouchers for the disbursements
220 b) such disbursements shall require the signature of two (2) members of the Executive
221 Committee
222 7) Render to the President and the Board, at the regular meeting of the Board, or whenever they
223 may require it, an account of all transactions of the Treasurer and of the financial position of the
224 CGRA
225 8) At the first regularly scheduled meeting, following 1 January, of the Board submit a proposed
226 budget for adoption
227 9) Shall handle all rodeo related expenses and income
228 10) Provide adequate number of checks for rodeo payments
229 11) Be responsible for maintaining bank and money drops during rodeo
230 12) Adhere to accounting forms and control procedures; provide all necessary forms and control
231 procedures
232 13) Be responsible for maintaining and controlling scrip and ticket sales during rodeo.
233 14) Maintain an interest bearing account for the CGRA/Wayne Jakino – Educational Scholarship
234 Fund. Said account may be in the form of a Money Market Account, Certificate of Deposit or
235 other instrument as is appropriate and directed by the Board of Directors.
236 15) Maintain a line item for the CGRA Contestant Growth, Education, and Finals Appreciation
237 Fund which will be a “pass-through” account. Any interest that might accrue will remain in the
238 General Funds of CGRA.

239
240 e. IGRA Trustee

- 241 1) Under the supervision of the President shall attend as a voting member all meetings of the
242 CGRA Board, Executive Committee, General Membership, and Rodeo Committee
243 2) The International Gay Rodeo Association (IGRA) Trustee is the liaison of the CGRA to the
244 IGRA
245 3) The IGRA Trustee represents the CGRA and expresses the opinion of the CGRA in all
246 business acted upon by the IGRA
247 4) Term of office is three (3) years, or as legislated by IGRA, and begins immediately upon
248 election
249 5) Eligibility to be an IGRA Trustee requires a member of CGRA to have completed one (1) year
250 of continuous membership with the CGRA organization
251 6) The CGRA Trustee shall be eligible to receive a \$1,000 stipend, from the CGRA general fund,
252 for all out of state, required IGRA Board Meetings. These funds may be paid out as the Trustee
253 applies for them and shall not exceed \$1,000 total in one calendar year. (Note this shall be
254 effective for the 2009 Calendar/CGRA Board year.)
255
256

257 f. Rodeo Director.

- 258 1) Under the supervision of the President, shall attend as a voting member all meetings of
259 the CGRA Board, General Membership, and Rodeo Committee.
260 2) For further responsibilities, see Article XIV, Paragraph 4, a.
261

262 g. Public Relations Chairperson

- 263 1) Under the supervision of the President shall attend as a voting member all meetings of the
264 CGRA Board, General Membership, and Rodeo Committee
265 2) Responsible for producing the official rodeo program in coordination with the Fundraising
266 Chair.
267 3) Coordinate all advertising prior to and during rodeo for CGRA
268 4) Shall be responsible for the monthly publication and distribution to the General Membership of
269 the monthly of the newsletter
270 5) Shall handle or cause to be handled all promotional correspondence and communication as
271 deemed necessary
272 6) Shall ensure that incoming and outgoing promotional correspondence is submitted to the
-

- 273 Board for approval of submission to the records
274 7) Shall actively and regularly submit press releases to the appropriate news media contacts
275
276 h. Fundraising Chairperson
277 1) Under the supervision of the President shall attend as a voting member all meetings of the
278 CGRA Board, General Membership and Rodeo Committee
279 2) Coordinate with the Public Relations Chairperson in producing the Official Rodeo Program
280 3) Shall solicit and coordinate all sponsorships for rodeo and CGRA, to include, but not be
281 limited to banners, signs, CGRA Merchandise, buckle sales, and advertising (including the rodeo
282 program).
283 4) Shall sign all duly authorized contracts and other agreements pertaining to Sponsorship and
284 Advertising up to a monetary value of \$5,000 as they pertain to the Sponsorship Program. May
285 also sign contracts and agreements up to a monetary value of \$5,000, that fall outside of the
286 approved Sponsorship Program guidelines, subject to Board of Directors Ratification. Said
287 contracts shall be counter-signed by the President
288 5) Shall coordinate with the Entertainment Chairperson all Fundraising events for rodeo and
289 CGRA
290
291
292 i. Entertainment Chairperson
293 1) Under the supervision of the President shall attend as a voting member all meetings of the
294 CGRA Board, General Membership and Rodeo Committee
295 2) Coordinate with the Fundraising Chairperson all Fundraising events for CGRA
296 3) Shall solicit and schedule all rodeo entertainment
297 4) Shall serve as Rodeo Dance Hall manager during Rodeo
298 5) Shall coordinate with the Rodeo and Gymkhana Events Chairperson all People Events for
299 gymkhanas
300
301
302 j. Rodeo and Gymkhana Events Chairperson
303 1) Under the supervision of the President shall attend as a voting member all meetings of the
304 CGRA Board, General Membership, and Rodeo Committee
305 2) Coordinate with the Entertainment Chairperson all People Events for gymkhanas
306 3) Coordinate the rodeo arena staff with the Arena Director
307 4) Responsible for providing secure housing and maintenance of arena equipment (barrels, poles,
308 flags, etc.) and arena supplies (pellets, flour, etc.)
309 5) Responsible for maintaining list of Contestants eligible for Contestant Growth, Education, and
310 Finals Appreciation Fund and for ensuring that the appropriate funds raised during the year are
311 recorded and submitted in a negotiable form to the Treasurer within five (5) days of their
312 availability. Also responsible for working with the Treasurer to ensure that the available funds are
313 distributed correctly and, in the case of IGRA Finals, sent to the IGRA Finals Hosting
314 Association.
315 k. Membership Chairperson
316 1) Under the supervision of the President, shall attend as a voting member all meetings of the
317 CGRA Board, General Membership, and Rodeo Committee
318 2) Maintain a current membership list
319 3) Document all membership applications and payments
320 4) Ensure Membership Committee members available at all CGRA functions to include rodeo and
321 gymkhanas
322 5) Coordinate all general membership elections with the Election Committee, including verifying
323 members in good standing and confirming eligibility of candidates
324 6) Provide current membership list to the IGRA on a monthly basis
325 7) Act as administrator and moderator of the CGRA group and mailing list
326

- 327 I. CGRA Community Outreach Chairperson
328 1) Under the supervision of the President shall attend as a voting member all meetings of the
329 CGRA Board, General Membership, and Rodeo Committee.
330 2) Will actively develop new membership and fundraising activities in the various areas of the
331 state with cooperation of the applicable board members, will encourage growth in the
332 various areas and provide liaison with all local organizations.
333 3) Will help organize and host at least one new fund-raiser each quarter (three months) in various
334 areas for CGRA
335 4) Will coordinate area activities with the CGRA Chairpersons of the appropriate committees.
336

337 8. Fiduciary Responsibility

338 The CGRA through its Board of Directors are responsible for raising all funds necessary for the operation of the
339 CGRA. Operating funds are raised through:

- 340 a. membership dues
341 b. contributions
342 c. fundraising activities
343

344 9. Indemnification

345 The CGRA shall indemnify and hold all trustees, officers, committee chairpersons, and committee members
346 harmless from all liabilities, obligations, claims, causes of action, or expenses of any kind, including without
347 limitation, attorney's fees that may arise or be incurred by them as a result of the performance of their duties for or
348 on the behalf of the CGRA, to the fullest extent of the law.
349

350 10. Political Activity

351 The CGRA is not a political organization. The CGRA by any action of the Board of Directors or individual
352 members shall not:

- 353 a. make any representation or commitment that involves CGRA or commits the CGRA to provide any part
354 of its activities to the carrying on of propaganda
355 b. or otherwise attempting to influence legislation
356 c. The CGRA shall not participate in or intervene in
357 1) the publishing of or distribution of statements
358 2) any political campaign on the behalf of any candidate for public office
359

360 11. Vacancy

361 Any elected or appointed position is deemed vacant if any of the following occurs:

- 362 a. The individual filling the position submits a written or oral resignation to the Board for any position
363 b. The individual filling the position fails to perform the duties of the position and is removed by the
364 Board for any reason
365

366 12. Vacancy on the Board of Directors

367 If any position on the Board becomes vacant for any reason, it shall be filled as described in the following
368 paragraphs:

- 369 a. The Vice President shall fulfill the office of the President until the next General Membership meeting at
370 which time an open election shall be immediately held
371 b. Any other vacancy of an elected officer shall be filled by
372 1) the temporary appointment to the office by the President
373 2) said temporary appointment duration will be until the next General Membership meeting at
374 which time an election shall be immediately held
375 3) Any appointed officer shall not have a Board vote
376 c. If the position of the IGRA Trustee is vacant for any reason, a special election shall be held to fill the
377 remainder of the term.
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Article IV. Membership

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1. Eligibility

Membership in the CGRA is open to anyone of legal age regardless of gender, age, national origin, sexual orientation, religion, or race. In Colorado, the legal age is 18 years. Applicants living in other states are governed by these rules. Limited junior memberships are available for those under the age of 18 with parental or adult guardian consent.

2. Honorary Member

An Honorary Member is exempt from all dues payment, and is not a voting member of the CGRA nor can s/he hold an elected office in the CGRA. The Board of Directors will nominate an individual or entity for Honorary Membership for a period of one calendar year and provide the reasons to the General Membership. The Honorary Membership will then be voted upon at the next regularly scheduled General Membership Meeting.

3. Members Right to Privacy

The CGRA shall respect the individual's right to privacy as provided in their membership application or other communications received from them. If there is any doubt regarding the member's preference, no information about a member is to be published.

4. Review of Membership Application

Request for membership in the CGRA must be approved by the Board of Directors. Reasons for not approving a membership application could include, but are not limited to, the following:

- a. Disruption of a meeting.
- b. Abusive language or actions directed toward another member of the CGRA.
- c. Slander directed against another member of the CGRA.
- d. Taking action or conduct which may reflect poorly upon the CGRA.
- e. Failure to remit funds due to the CGRA.
- f. Notification from IGRA in accordance with IGRA By-Laws

5. Notification of Denial

Any decision of the Board to deny membership to an applicant will be prepared in writing and sent to the applicant.

6. Right of Appeal

Any denial of membership may be appealed to the General Membership of the CGRA by submitting written notice within thirty (30) days of the postmark date of the notification of denial of membership to the Secretary of the Board. At the next General membership meeting, a vote by two-thirds (2/3) of the members present and voting shall be required to overturn the decision of the Board.

7. Application and Fees

An individual or organization seeking membership in the CGRA must submit an approved and properly completed membership application form accompanied by the established fees. The application (with accompanying fee) will be presented to the Board for approval.

8. Classes of Membership

There are six (6) classes of membership in the CGRA. All members shall receive the monthly newsletter by e-mail unless otherwise indicated to the Membership Chair. The following are the classes of membership

- a. Active
- b. Junior
- c. Blue Ribbon
- d. Champion
- e. Grand Champion
- f. Lifetime

9. Dues

437 The dues for the CGRA are as follows

- 438 a. Active – any individual who pays the annual dues of forty dollars (\$40.00).
439 b. Two, three, or four year Active memberships – Any member who pays for an Active membership for
440 two, three, or four years will be entitled to a five dollar (\$5.00) per year discount on their membership.
441 In order to earn this discount, the multi-year membership must be paid in full at the time of initial
442 application or renewal.
443 c. Five year Active membership – Any member who pays for an Active membership for five years will
444 be entitled to a ten dollar (\$10.00) per year discount on their membership. In order to earn this
445 discount, the multi-year membership must be paid in full at the time of initial application or renewal.
446 d. Junior – any individual under the age of 18 who pays the annual dues of twelve (\$12.00)
447 e. Blue Ribbon- any individual or entity that pays the annual dues of one hundred dollars (\$100.00).
448 Under this class of membership, the member may have a one-quarter (1/4) page no charge advertisement in
449 the newsletter. This class of membership includes the Active Member Annual dues
450 f. Champion- any individual or entity that pays the annual dues of two hundred dollars (\$200.00). Under
451 this class of membership the member may have a one- half (1/2) page at no charge advertisement in the
452 newsletter. This class of membership includes the Active Member Annual dues
453 g. Grand Champion- any individual or entity that pays the annual dues of five hundred dollar (\$500.00).
454 Under this class of membership the member may have a full page at no charge advertisement in the
455 newsletter. This class of membership includes the Active Member Annual dues
456 h. Lifetime- any individual or entity that has been recognized for their longtime active membership in the
457 CGRA and for their continued service to and for the organization may be recommended for a Lifetime
458 Membership by the Board of Directors for approval by a 2/3 vote of the General Membership at the next
459 regularly scheduled meeting of the Membership. This class of membership is exempt from all Active
460 Member Annual dues.
461

462 10. Membership Period

463 The dues paid by a member other than a Lifetime Member keeps the member in good standing with the CGRA for a
464 period of one (1), two (2), three (3), four (4), or five (5) years as determined by the amount paid from the date of
465 payment to the last day of the same quarter in the corresponding year. Failure to submit payment for membership
466 renewal within 10 days of expiration will be cause for “inactivation”.

467

468 11. Termination of Membership

469 Membership in the CGRA may be terminated by the Board of Directors for cause, including with limitations to the
470 following:

- 471 a. Failure to promptly pay dues and other fees as prescribed by these By-Laws
472 b. Misrepresentation of material facts in the application for membership or falsification of any of the
473 information contained therein
474 c. Any course of conduct which is deemed detrimental to or is contrary to the stated purposes of CGRA
475

476 12. Right of Appeal Regarding Terminated Memberships

477 The decision to terminate the membership of any member may be appealed to the General Membership of the
478 CGRA. This appeal is made by submitting written notice of intent to appeal no later than twenty (20) days after the
479 postmark date of the notification of termination of membership to the Secretary of the Board. At the next General
480 Membership meeting, a vote by two-thirds (2/3) of the members present and voting shall be required to overturn the
481 decision of the Board.
482

483 **Article V. Eligibility for CGRA Elected Officers, Committee Chairpersons, and Members of the Board**

484

485 1. The following members of the Board must be a member in good standing with the CGRA for a minimum
486 of twelve (12) consecutive months prior to taking office and should be bondable.

- 487 a. President
488 b. Vice President
489 c. Secretary
490 d. Treasurer
491 e. IGRA Trustee

- 492 f. Rodeo Director
493 2. The following members of the Board must be a member in good standing with the CGRA for a minimum
494 of six (6) consecutive months prior to taking office:
495 a. Public Relations Chairperson
496 b. Fundraising Chairperson
497 c. Entertainment Chairperson
498 d. Rodeo & Gymkhana Events Chairperson
499 e. Membership Chairperson
500 f. Community Outreach Chairperson
501 3. Additionally, the following members of the Board each have an additional requirement:
502 a. Executive Board members—Must previously have served at least a one year term of office at a
503 different level of the CGRA Board of Directors or a one year term of office on the Board of
504 Directors of another Member or Recognized Association of IGRA.
505 b. Vice President--The responsibility of this office as liaison to the CGRA Royalty team
506 precludes the Vice President from being a member of this team
507
508

509 **Article VI. Voting and Elections**

510 1. Member Voting Rights

511 Each member other than Honorary Members is entitled to one (1) vote on each matter presented to the membership
512 for approval. Only members in good standing are eligible to vote.
513

514 2. Proxy Voting

515 Proxy Voting is prohibited
516

517 3. Absentee Voting

518 Absentee voting is permitted only in the annual election of the Board of Directors Elected Officers.
519

520 4. Ballots

521 Ballots will include all offices and issues up for election and name of those candidates who have been nominated
522 prior to the filing deadline.
523

524 a. Beside each name or issue will be a line or box to be used for voting for the individual or issue

525 b. After all individuals have been listed for any given office, another line will be provided for write-in
526 candidates

527 c. The Election Committee shall certify the CGRA membership eligibility to vote.

528 d. The Election Committee shall certify that a ballot was mailed to the member's last known address at
529 least 15 days preceding an election.

530 e. Completed ballots will be considered timely if they are received by the date of the election

531 f. Faxed ballots will not be accepted

532 g. In order for a mailed ballot to be valid

533 1) members must seal the envelope with the ballot enclosed

534 2) print their name on the backside of the envelope

535 3) sign their name across the seal of the envelope

536 h. Without both the printed name and the signature, the ballot will be considered invalid and will not be
537 counted.
538

539 i. Should the member submitting an absentee ballot actually attend the Meeting at which the election is
540 taking place, the absentee ballot shall be returned to the member and he/she will vote on a new ballot.

541 j. Absentee ballots that are not returned to the attending members at the Meeting are given to the Election
542 Committee to be counted with the ballots at the meeting when the election is held. These absentee ballots
543 shall be specially marked as absentee ballots when they are counted.
544

545 5. Candidate for Office

546 Any candidate for the annual election of the Board of Directors must submit the CGRA Election Application to the

547 Election Committee no later than twenty (20) days prior to the date of the scheduled election in order to get their
548 name on the ballot which is mailed out to all CGRA members.
549 a. Nominations may also be made from the floor
550 b. The individual(s) nominated must be present to complete the CGRA Election Application prior to the
551 elections being held for that office or the application and acceptance of the nomination must be submitted
552 in writing from the individual in lieu of their actually attending the election meeting
553

554 6. Election

555 The Board of Directors is elected annually at the regularly scheduled August General Membership meeting.
556

557 7. Majority Required

558 A candidate for any elected position must receive a majority of the eligible votes cast, excluding blanks and
559 abstentions. A majority is defined as fifty percent (50%) plus one (1) vote.
560

561 8. Results of Election

562 The Election Committee shall act as tellers and count the votes cast

- 563 a. The Chairperson of the Election Committee announces the results of the ballot
- 564 b. The names of the candidates elected are announced
- 565 c. The number of votes received by any candidate is not to be announced
566

567 9. Run Off Election

568 In the event that any candidate for an office does not receive a majority of eligible votes cast, a run off election is
569 held immediately following the announcement for the two (2) candidates receiving the most votes. The Chairperson
570 of the Election Committee announces as part of the election results any position for which a candidate did not
571 receive a majority of the eligible votes cast and the names of the two individuals who are the candidates for the run
572 off election for that office. Absentee ballots cast for either Run Off candidate during initial balloting, shall be
573 included in the Run Off election counts.
574

575 **Article VII. Meetings**

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577

578 1. Meetings.

579 The Board will conduct business by holding regular scheduled meetings or by calling special meetings
580

581 2. Meetings of the Board.

582 Regularly scheduled meetings are to be held no less frequently than once a month.

- 583 a. Special meetings may be held as agreed upon by the Board or called by the President.
- 584 b. Notice of any special board meeting must be given at least seven (7) days prior to the special Board
585 meetings proposed date.
586

587 3. General Membership Meetings

588 Regular scheduled monthly meetings are to be held on the second (2nd) Friday of each month. Changes to the
589 monthly meetings should be announced at least fifteen (15) days prior to the meeting date.
590

591 4. Special Meetings

592 A special meeting may be called by the President, for a specific purpose.

- 593 a. Special meetings are limited to a specific or limited set of topics and only business relating to that
594 purpose may be decided at a special meeting.
- 595 b. No other business is to be conducted other than the state purpose of that meeting.
596

597 5. Meeting Agenda

598 The recommended meeting agenda for all CGRA meetings is contained in Attachment A to these By-Laws.

- 599 a. This agenda is to be followed as closely as possible
- 600 b. The use of this agenda is excepted in the case of special meeting(s) where only the specific topics the
601 meeting was called for are to be discussed and decided

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6. Notice of Meeting

All members must be notified of meetings. Meetings are open to all members of the CGRA.

7. Regular Scheduled Meetings

Written notice of regular scheduled meetings must be provided to all members at least sixty (60) days in advance. This notification includes the date, time and location of the meeting.

8. Change to Regular Scheduled Meetings

All members must be notified of any change to the date, time, or location of a regular scheduled meeting at least fifteen (15) days prior to the meeting

9. Quorum

A quorum is defined in the following paragraphs:

a. Board of Directors

1) A majority of the members of the board constitutes quorum for the transactions of any business that may properly come before any scheduled or special meetings of the Board.

b. CGRA General Membership Meetings

1) Members equaling at least twenty percent (20%) of the members in good standing whose address of record is within the state of Colorado or at least a minimum of twenty-five (25) members in good standing—whichever number is the smaller—must be present in person and shall constitute a quorum of members for the transaction of any business that may properly come before any scheduled or special meeting.

2) The required quorum, once initially determined, will be increased as necessary in order to ensure that the general membership present, excluding the members of the Board of Directors, will exceed said Board by at least one (1) member.

Article VIII. Standing and Special Committees

1. Functions and Responsibilities of Standing and Special Committees

Standing Committees are established by this article of the By-Laws.

a. Standing Committees serve for a term of one (1) year concurrent with the Board of Directors.

b. Special Committees, for the purposes not covered by a standing committee, may be established as deemed necessary by the CGRA Board of Directors or the President. Special Committees serve until the purpose for which they were created is accomplished.

2. Authority of Committees

Any standing or special committees has no authority to execute contracts, issue checks, or otherwise bind the CGRA in any manner whatsoever.

a. Approval for committees to make such commitments must be granted by the appropriate authority.

b. Any authority to take any of these actions by committees must be granted in writing by the Board.

3. Composition of a Committee

The composition and chairperson of each committee is defined in the paragraph covering the purposes and functions of that committee. Where a member of the Board (non-officer) is a member of the committee, the President shall appoint this person to the standing committee.

4. Standing Committees

The Chairperson of the Standing Committees' duties and responsibilities are listed in Article III, section 7.f. through 1.4. of these By-Laws. The standing committees are listed below:

a. Public Relations

b. Fundraising

c. Entertainment

d. Rodeo and Gymkhana Events

e. Membership

656 f. Community Outreach

657

658 5. CGRA By-Laws Committee

659 This is a special committee. The chairperson of this committee is appointed by the President. This committee is
660 open to all CGRA members. This committee shall:

- 661 a. Meet Annually or more frequently as determined by the Board of Directors or the President
- 662 b. Produce revisions to the CGRA By-Laws as deemed necessary by the CGRA General Membership or
663 the Board
- 664 c. Be the path through which amendments to the CGRA By-Laws shall progress in accordance with the
665 By-Laws
- 666 d. Present these revisions to the membership

667

668

669 6. IGRA Committee

670 This is a special committee. The Chairperson of this committee is the IGRA Trustee. This committee is open to all
671 CGRA members. This committee shall:

- 672 a. Meet three (3) times prior to the IGRA deadline for filing Bylaws and Rule changes and one (1) meeting
673 prior to the IGRA Convention
- 674 b. Produce revisions to the IGRA By-Laws, Standing Rules of Order, attachments and Rodeo Rules as
675 deemed necessary by the CGRA General Membership or the Board
- 676 c. Be the path through which amendments to the IGRA By-Laws, Standing Rules of Order, attachments,
677 and Rodeo Rules progress in accordance with these By-Laws
- 678 d. Provide the IGRA By-Laws Chairperson with the CGRA approved recommendations for changes to the
679 IGRA By-Laws, Standing Rules of Order, attachments, and the IGRA Rodeo Rules Chairperson with
680 CGRA approved recommendations for changes to the IGRA Rodeo Rules

681

682 7. Audit Committee

683 This is a special committee. The chairperson of this committee is appointed by the President. This committee
684 consists of the Chairperson and the Community Outreach Representatives on the Board. This committee may
685 obtain professional assistance and advice as deemed necessary by the committee and the Board. This committee
686 shall:

- 687 a. Review on a periodic basis the books of the Board
- 688 b. Prepare a list of items to be reviewed and the review date(s) for each item and provide this information
689 to the Board on or before 1 February of each year
- 690 c. This audit includes but is not necessarily limited to:
 - 691 1) The review of all meeting minutes
 - 692 2) financial statements
 - 693 3) checking and savings accounts or instruments
 - 694 4) membership rosters
 - 695 5) property records
 - 696 6) election results
 - 697 7) Mr., Ms., Miss, and MsTer CGRA Royalty records
 - 698 8) Fundraising
 - 699 9) Gymkhanas
 - 700 10) Buck Out
 - 701 11) Rodeo records
- 702 d. The audit committee may require detailed documentation to support the collection and/or disbursement
703 of funds held by the Board
- 704 e. Prepare an audit report
 - 705 1) Including all items reviewed
 - 706 2) any discrepancies found
 - 707 3) Recommended and/ or required changes to procedures
 - 708 4) provide a copy of the report to the Board

709

710 8. Mr., Ms., Miss and MsTer Royalty Committee

711 This is a special committee. The chairperson of this committee is the Vice President. This committee has a
712 minimum of five (5) members. Membership of this committee is open to all CGRA members. This committee
713 shall:

- 714 a. Prepare, review, and revise the CGRA Rules for Mr., Ms., Miss and MsTer CGRA Royalty competition
- 715 b. Provide written recommendations for revisions to the CGRA Rules for Mr., Ms., Miss and MsTer
716 Royalty program for approval by the General Membership
- 717 c. These recommendations shall show the existing wording of the section(s) of the Rules and the proposed
718 (revised) wording of the section(s)
- 719 d. review the IGRA Rules governing the Mr., Ms., Miss and MsTer Royalty competitions
- 720 e. provides recommendations to the CGRA's IGRA Committee for any revisions to the IGRA Mr., Ms.,
721 Miss and MsTer Royalty competition Rules
- 722 f. Planning, preparation, and execution of the CGRA Mr., Ms., Miss and MsTer Royalty Competition
723 Historical Committee
- 724 g. File monthly reports, with an accounting of all inventory related to the history of CGRA, to the Public
725 Relations Chair and Secretary
- 726 h. Maintain the following:
 - 727 1) Chronological diary
 - 728 2) CGRA Scrapbook
 - 729 3) CGRA Museum
- 730 i. Schedule one working meeting per month to maintain records
- 731 j. Have the CGRA Scrapbook available at the General Membership meetings or at any other times
732 scheduled by the Board of Directors
- 733 k. Shall make best efforts to contact the Ten-Year and Twenty-Year Anniversary Royalty
734 Mr/Ms/Miss/MsTer Titleholders in order to honor them at that year's Royalty Competition.

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736

737 **Article IX. Parliamentary Authority**

738

739 Rules Governing Meetings.

740 All meetings of the CGRA Board are under the control of the presiding officer, normally the President or the Vice
741 President in the absence of the President. All meetings shall be conducted under the rules contained in the current
742 edition of "***Robert's Rules of Order, Newly Revised***" where these rules do not conflict or are not inconsistent with
743 these By-Laws or any other special rules of order adopted by the organization.
744

745 **Article X. Disciplinary Authority**

746

747 1. Discipline

748 Although CGRA will seldom have occasion to discipline its members, the CGRA has the ultimate right and
749 responsibility to make and enforce its own rules, and require that its members refrain from conduct tending to injure
750 the good name of the CGRA, disturb its well being, or hamper its work. Nothing in these By-Laws or any action by
751 an individual shall in any way waive or otherwise restrict the Board's authority to investigate and pursue any action
752 it deems necessary.
753

754 2. Conduct That May Require Discipline

755 Conduct which may require disciplinary action by the Board includes but is not limited to:

- 756 a. Disruption of a meeting
 - 757 b. Abusive language or actions against another member of the CGRA
 - 758 c. Slander against another member of CGRA
 - 759 d. Misconduct or neglect of duty of an Officer or Chairperson
 - 760 e. Any actions or conduct which injure the good name of CGRA
 - 761 d. Failure to remit funds due to CGRA
- 762

763 3. Forms of Discipline

764 The following are the forms of discipline that may be exercised:

- 765 a. Reprimand
-
-

- 766 b. Removal from office
- 767 c. Suspension
- 768 d. Fine
- 769 e. Expulsion
- 770 f. Removal of Royalty Title

771

772 4. Filing charges against members of the CGRA who are not on the CGRA Executive Board.

773 a. Any member of the CGRA may file with the Secretary of the CGRA written charges against another
774 member of the CGRA. Charges must be filed within thirty (30) days of an individual's becoming aware of
775 a situation meriting attention.

776 b. Copies of the charges must be sent to the Board of Directors for consideration at a regularly scheduled
777 meeting. If the charge is against a member of the Board, that individual will be excluded from those
778 portions of the meeting, or subsequent meetings, which fall under the purview of this article except as
779 provided hereafter.

780 c. If the Board decides the charges merit further investigation, the charges will be referred to the Executive
781 Board for consideration and the charged member will be so notified by registered mail. A copy of the
782 charges must be included with said notification. (If the charged member is a member of the Executive
783 Board, refer to Paragraph 5 of this Article). If a member(s) of the Executive Board needs to recuse
784 him/herself, a Special Committee will be formed as provided later in this Article.

785 1) The notification letter will be sent the following business day.

786 2) The charged person will be instructed to contact the President to set a meeting date which will
787 be one of mutual convenience but no later than 20 days from the date of the notification letter in
788 order to consider the charges.

789 3) The charged member may bring witnesses to or submit documents at the special meeting with
790 the Executive Board.

791 4) If the charged member does not respond or request a meeting, the Executive Board will act on
792 the charges alone and make their recommendations at the next regularly scheduled Board meeting.

793 d. The Executive Board will make its recommendations to the full Board as provided above and the Board
794 of Directors of the CGRA will take any appropriate action. The charged member will be notified of the
795 decision by a registered letter sent out the next business day.

796

797

798 5. Filing Charges Against a Member of the CGRA Executive Board.

799 a. Any member of the CGRA may file with the Secretary of the CGRA written charges against a member
800 of the Executive Board of the CGRA. Charges must be filed within thirty (30) days of an individual's
801 becoming aware of a situation meriting attention.

802 b. Copies of the charges must be sent to the Board of Directors for consideration at a regularly scheduled
803 meeting. The individual charged will be excluded from those portions of the meeting, or subsequent
804 meetings, which fall under the purview of this article except as provided hereafter.

805 c. If the Board decides the charges merit further investigation, the charges will be referred to a Special
806 Committee (See Paragraph e) for consideration and the charged member will be so notified by registered
807 mail. A copy of the charges must be included with said notification.

808 1) The notification letter will be sent the following business day.

809 2) The charged person will be instructed to contact the Chairperson of the Special Committee to
810 set a meeting date for consideration of the charges which will be one of mutual convenience but
811 no later than 20 days from the date of the notification letter.

812 3) The charged member may bring witnesses to or submit documents at the meeting with the
813 Special Committee.

814 4) If the charged member does not respond or request a meeting, the Special Committee will act
815 on the charges alone and make their recommendations at the next regularly scheduled Board
816 meeting.

817 d. The Special Committee will make its recommendations to the full Board as provided above and the
818 Board of Directors of the CGRA will take any appropriate action. The charged member will be notified of
819 the decision by a registered letter sent out the next business day.

820 e. The senior member of the Executive Board not otherwise involved in the complaint will appoint the
821 Special Committee which will be comprised of four (4) additional persons and will be chaired by this
822 senior member. The committee will consist of all uninvolved Executive Board members and any other
823 member(s) of the CGRA who may be deemed appropriate.

824
825 6. Right of Appeal.

826 Any disciplinary action may be appealed to the General Membership of the CGRA unless the charged person did
827 not take his/her case to the Executive Board or Special Committee as provided in the previous paragraphs. This
828 appeal is made by submitting written notice of intent to appeal no later than twenty (20) days after the postmark date
829 of the notification of disciplinary action to the Secretary of the Board. At the next General membership meeting, a
830 vote by two-thirds (2/3) of the members present and voting shall be required to overturn the decision of the Board.

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832

833 **Article XI. IGRA Representation**

834
835 IGRA Convention Delegates and Alternate Delegates

836 The number of CGRA Delegates and Alternates to the IGRA Convention are determined by the IGRA Guidelines.
837 The President, by the nature of the position, is one of the Delegates. The IGRA Trustee, by nature of the position, is
838 the Chairperson. The remainder of the delegates are selected by the Board at least sixty (60) days prior to the
839 scheduled date of the IGRA Convention. The individuals selected by the Board are those individuals who are
840 involved, experienced, and knowledgeable in various aspects of CGRA and IGRA programs and activities.

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842

843 **Article XII. Mr., Ms., Miss and MsTer Royalty Program**

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845

1. The CGRA has the following Royalty:

- 846 a. Mr. CGRA
- 847 b. Ms. CGRA
- 848 c. Miss CGRA
- 849 d. MsTer CGRA
- 850 e. Mr. CGRA 1st Runner Up
- 851 f. Ms. CGRA 1st Runner Up
- 852 g. Miss CGRA 1st Runner Up
- 853 h. MsTer CGRA 1st Runner Up

854
855

2. General Eligibility Requirements

856 All members of CGRA in good standing for a minimum of 180 consecutive days immediately prior to the
857 competition, who have produced at least one (1) fund-raiser during the current year of November 1 through October
858 31 for CGRA and who submit an application to the Mr., Ms., Miss, and MsTer Royalty Committee fourteen (14)
859 days prior to the competition are eligible to compete for the Mr., Ms., Miss and MsTer Royalty titles. Additional
860 requirements are contained in the Mr., Ms., Miss and MsTer Royalty competition rules.

861
862

3. Hosting Competition and Use of Royalty Titles

863 The CGRA will host one (1) Royalty competition. The titles defined in this Article will be recognized as Royalty
864 and the use of these acronyms is otherwise prohibited. Winners of titles will receive certain awards as described:

- 865 a. Mr. CGRA shall be awarded a buckle and a sash
- 866 b. Ms. CGRA shall be awarded a buckle and a sash
- 867 c. Miss CGRA shall be awarded a buckle, a sash, and a crown
- 868 d. MsTer CGRA shall be awarded a buckle and a sash
- 869 e. 1st Runners Up shall each be awarded a sash.

870
871

4. Mr/Ms/Miss/MsTer Ten-Year Anniversary Titleholders.

872 Former Titleholders who have continued their involvement within the Community in either Gay Rodeo and/or
873 Royalty shall be presented to the general membership by the Royalty Liaison (CGRA Vice President) at the meeting

874 that is nearest to ninety days prior the presentation of their Ten-Year anniversary. The CGRA Membership shall
875 award a Buckle/Crown or an award to said former Titleholders. They shall have the option of accepting the
876 buckle/Crown or award or of donating the cost of said buckle/Crown or award to a charity of their respective choice.
877 At least ninety days prior to the presentation of the awards, the Royalty Liaison (CGRA Vice President) shall
878 contact the former Titleholders to determine if they wish to accept their Buckle/Crown or donate the cost to the
879 charity of their choice.

880 4. Representation at IGRA Royalty Competition

881 CGRA shall permit only one representative in each category to compete in the IGRA Royalty competition.
882

883

884 **Article XIII. CGRA Insignia(s) and Colors**

885

886 As approved by the General membership and copyrighted in the CGRA name.
887

888

889

890 **Article XIV. CGRA Rodeos**

891

892 1. CGRA Rodeos

893 All CGRA Rodeos, IGRA sanctioned or non-sanctioned, are sponsored and controlled by the CGRA Board.
894

895

896 2. Budgeting and Financial Management

897 The Rodeo Committee is responsible for all activities necessary to produce a rodeo.
898

899

900 3. Rodeo Committee

901 The Rodeo Committee will consist of the current CGRA Board of Directors and other committee members as
902 deemed necessary.
903

904

905

906 4. Rodeo Committee Members' Duties and Responsibilities

907 The following are the duties and responsibilities of the Rodeo Committee:

908

909 a. Rodeo Director

910

911 1) Is the primary contact for all business, transactions, and affairs for rodeo

912

913 2) Perform negotiations, obtain contracts and locate forms in the following areas (but not limited
914 to):

915

916 a) Ambulance

917

918 b) Arena and / or facility

919

920 c) Colorado Tavern Guild

921

922 d) Concessions (food and liquor)

923

924 e) Fire Marshall

925

926 f) Insurance

927

g) Hotel and room commissions

928

929 h) Medical personnel

930

931 i) Security (paid and volunteer)

932

933 j) Sponsors (local and national)

934

935 k) Stock contractor

936

937 l) Taxes (city, state, liquor, etc.)

938

939 m) Travel agency

940

941 n) Communications equipment

942

943 1- two way radios

944

945 2- sound equipment

946

947 3) Shall sign all duly authorized certificates, contracts and other

948

949 Agreements pertaining to RMRR as have been approved by the Board of Directors

950

951 4) Coordinate and delegate responsibilities as necessary to committee chairpersons listed in this

952

953 Article

954

955 5)With approval of Board of Directors, appoints a barn manager who will be responsible for stall

- 928 assignment, horse check-in, and security of the barn during rodeo.
929
- 930 b. President
- 931 1) Oversees all phases of the rodeo
932 2) Assist the Rodeo Director with negotiations, obtaining contracts, and locating forms
933
- 934 c. Vice President
- 935 1) Assist the President and the Rodeo Director with negotiations, obtaining contracts, and
936 locating forms
937 2) Assist the Public Relations Chairperson with public relations for the rodeo
938 3) In coordination with other elected officers and committee chairs, ensure there are sufficient
939 volunteers for the CGRA Rodeo.
940
- 941 d. Secretary
- 942 1) Obtain rodeo awards
943 a) Ribbons
944 b) Sashes
945 c) Buckles
946 d) Plaques
947 2) Assist Rodeo Director in gathering all records regarding rodeo needing to be entered into the
948 corporate records
949
- 950 e. Public Relations Chairperson
- 951 1) Provide for all advertising prior to and during rodeo week
952 2) Provide all portions of the rodeo program
953 3) Coordinate with the Vice President on any public relations matters
954
- 955 f. Treasurer
- 956 1) Handling all rodeo related expenses and income
957 2) Provide adequate number of checks for rodeo payoffs
958 3) Maintaining bank and money drops during rodeo
959 4) Adhere to accounting forms and control procedures, provide all necessary forms and control
960 procedures
961 5) Scrip and ticket sales
962
- 963 g. Fundraising Chairperson
- 964 1) Coordinate sales in the following areas
965 a) Banners and signs
966 b) CGRA merchandise
967 c) Event Buckles
968 2) Maintain the CGRA Merchandise booth
969 3) Adhere to accounting forms and control procedures
970
- 971 h. Entertainment Chairperson
- 972 1) Coordinate Grand Entry (Foot and Mounted Flag Bearers)
973 2) Solicit and schedule rodeo entertainment
974 3) Serve as Rodeo Dance Hall Manager during rodeo week
975
- 976 i. Rodeo and Gymkhana Events Chairperson
- 977 1) Coordinate rodeo arena staff with Arena Director
978 2) Provide the following rodeo equipment
979 a) Arena equipment (barrels, poles, flags, etc.)
980 b) Arena supplies (pellets, flour, etc.)
981 c) Feed and water for livestock
982 d) Water and ice for contestants
-

983 3) Coordinate stall assignments and horse check-in

984

985 j. Membership Chairperson

986 1) Provide Membership Committee members at rodeo

987

988 5. Hosting a CGRA Rodeo

989 Scheduled dates for the IGRA Rodeo Year and for subsequent IGRA Rodeo Years are presented to the General
990 membership for approval one (1) month prior to IGRA Convention and voted on by the General Membership.

991

992 6. CGRA Rodeo Reserve Trust Fund

993 The CGRA Rodeo Reserve Trust Fund is established in the amount of five thousand dollars (\$5,000.00) for the
994 exclusive purpose of providing funds in the event of a financial shortfall of a CGRA Rodeo. This fund must be
995 maintained in separate CGRA accounts, preferably in money-making accounts, and will require signature cards
996 indicating the President and Treasurer.

997

998

999 7. Distribution of Funds from the CGRA Rodeo Reserve Trust Fund

1000 The five thousand dollars (\$5,000.00) required by this article (Article XVI., section 6., page 18) and any accrued
1001 interest can only be used for a CGRA Rodeo for which it was intended and may only be distributed as a result of a
1002 document signed by both the President and Treasurer.

1003 a. If there is no need to distribute the funds due to a profitability of the rodeo, the five thousand dollars
1004 (\$5,000.00) on deposit will be held in the CGRA Rodeo Reserve Trust Fund

1005 b. If there is no need to distribute the funds due to a profitability of the rodeo, the five thousand dollars
1006 (\$5,000.00) held in the CGRA Rodeo Reserve Trust Fund shall be applied as necessary toward future
1007 rodeos hosted by CGRA.

1008

1009 8. Award Presentations at CGRA Rodeos

1010 The CGRA Board of Directors shall present the following awards at a CGRA Rodeo:

1011

1012 a. The Ron Jesser Award

1013 1) Shall be a western style buckle of a vendor of the Board of Directors selection

1014 2) Shall bear the following inscription:

1015 **Ron Jesser Award**

1016 3) Shall be given to an individual who has demonstrated exceptional participation and support of
1017 others as a rough stock contestant at Rocky Mountain Regional Rodeo

1018 4) Selected recipient shall not have won or placed in his/ her event at this rodeo

1019 5) Selected recipient shall be chosen by the Award Committee at a meeting prior to the award
1020 Presentation

1021

1022 b. The Chuck Webb Award

1023 1) Shall be a western style buckle of a vendor of the Board of Directors selection

1024 2) Shall bear the following inscription:

1025 **Chuck Webb Award**

1026 3) Shall be given to an individual who has demonstrated exceptional participation as a arena/
1027 chute crew member for Rocky Mountain Regional Rodeo

1028 4) Selected recipient can have been a volunteer at other IGRA rodeos for that year

1029 5) Selected recipient shall be chosen by the Award Committee at a meeting prior to the award
1030 Presentation

1031

1032 c. The Daniel Bahr Award

1033 1) Shall be a western style buckle of a vendor of the Board of Directors selection

1034 2) Shall bear the following inscription:

1035 **Danny Bahr Award**

1036 3) Shall be given to an individual who has demonstrated exceptional participation and support of
1037 others in horsemanship events at Rocky Mountain Regional Rodeo

- 1038 4) Selected recipient shall not have won or placed in his/ her event at this rodeo
1039 5) Selected recipient shall be chosen by the Award Committee at a meeting prior to the award
1040 Presentation

1041
1042 d. The Billy Blazek Award

- 1043 1) Shall be a western style buckle of a vendor of the Board of Directors selection
1044 2) Shall bear the following inscription:
1045 **Billy Blazek/Bob Edwards Award**
1046 3) Shall be given to a Rodeo Official who has demonstrated exceptional participation and
1047 support of others as a Rodeo Official at Rocky Mountain Regional Rodeo
1048 4) Selected recipient shall be an IGRA-Certified or a Non-Certified Official (as defined in the
1049 IGRA Rodeo Rules) at this rodeo
1050 a) IGRA-Certified Officials are the Arena Director, the Chute Coordinator, the
1051 Secretary, the Scorekeeper, and the Judges
1052 b) Non-Certified Officials are the Rodeo Director and the Timers
1053 5) Selected recipient shall be chosen by a committee appointed by the Board of Directors, and
1054 the committee shall meet prior to the award presentation
1055

1056
1057 e. The President's Award

- 1058 1) Shall be a western style buckle of a vendor of the Board of Directors selection
1059 2) Shall bear the following inscription:
1060 **President's Award**
1061 3) May be given to an individual or entity who has demonstrated exceptional participation, past
1062 or present, that CGRA as a whole has benefited from their support, or an organization of the
1063 President's choice who has assisted CGRA greatly in rodeo efforts
1064 4) Shall be determined at the discretion of the President of the CGRA
1065 5) May be given at any suitable occasion as determined by the President.

1066 f. The Volunteer Appreciation Award

- 1067 1) Shall be a western style buckle of a vendor of the Board of Directors Selection
1068 2) Shall bear the following inscription:
1069 Volunteer Appreciation Award
1070 3) Shall be given to an individual who has demonstrated exceptional participation as a
1071 volunteer in areas other than the arena/chute crew for Rocky Mountain Region Rodeo
1072 4) Selected recipient shall be chosen by the Vice President, Financial Manager, Kitchen Manager,
1073 Rodeo Director and Assistant Rodeo Director who over sees the midway area.
1074
1075

1076 9. Regulations For the Presentation of Awards at CGRA Rodeos

1077 The CGRA shall not be obligated to present an award to any recipient who has been found in violation of the
1078 CGRA By-Laws or the IGRA By-Laws and/or Rodeo Rules for that year.

1079 a. Proposals for awards other than what is itemized and defined in this article (Article XVI, sections 8. and
1080 9.) must be drafted and presented to the CGRA By-Laws Committee for consideration

1081 b. Should funds in the general account not be available for these awards, the following is acceptable to
1082 provide for its payment and presentation by CGRA:

- 1083 1) Fundraisers designated specifically for this award and itemized as such in the financial report
1084 of the organization
1085 2) Any member of the Mr., Ms., Miss, and MsTer Royalty of CGRA may create a fund-raiser
1086 specifically for these awards
1087 3) Private Donations

1088 c. To change, repeal, or include an award or other presentation procedure to this article shall require a
1089 special resolution by two-thirds (2/3) of the General Membership.
1090
1091

- 1092
1093 10. Award Committee
1094 The Award Committee shall be comprised of five (5) individuals and will meet no later than thirty (30) minutes
1095 prior to the start of the awards ceremonies:
1096 a. Rodeo Announcer
1097 b. Rodeo Secretary
1098 c. Rodeo Director
1099 d. Arena Director
1100 e. Chute Coordinator
1101
1102

1103 **Article XV. Amendments**

1104 1. Submission of Amendments

1105 Any member of CGRA may submit a proposed amendment to any article, section, subsection, paragraph, or
1106 subparagraph of these By-Laws, by revision, addition, or deletion of any working of these By-Laws. The proposed
1107 amendment must:
1108

- 1109 a. Be submitted in writing
1110 b. identify the specific article, section, subsection, paragraph, or subparagraph to be changed, added, or
1111 deleted
1112 c. Be submitted directly to a member of the By-Laws Committee or mailed to the CGRA Secretary
1113

1114 2. Review by the By-Laws Committee

1115 All amendments received will be reviewed and discussed by the By-Laws committee. The By-Laws committee will
1116 either:

- 1117 a. accept the proposed amendment
1118 b. accept the proposed amendment with modification
1119 1) with acceptance either in full or in part with the modification to be forwarded to the General
1120 Membership for review and approval
1121 2) General membership approval must ratify this change by two-thirds (2/3) vote
1122 c. reject the proposed amendment
1123 1) notify the individual who submitted the change in writing
1124 2) explanation must accompany the reason for rejection
1125 3) forward the review of the rejected amendment to both the Board of Directors and the General
1126 membership for review
1127 4) General membership reversal of the rejection of the proposed amendment must ratify this
1128 change by two-thirds (2/3) vote
1129

1130 3. General Membership Approval

1131 For any proposed amendment to be incorporated into these By-Laws, the amendment must be approved by two
1132 thirds (2/3) of the members present and voting at the meeting or at a special meeting called for the specific purpose
1133 of voting on amendments to these By-Laws. Approved amendments to the By-Laws will take effect on 1 January of
1134 the year following the annual elections except when the General Membership shall approve a change in the date of
1135 effectiveness at the meeting when the amendment is approved. Such a change shall require a two-thirds (2/3) vote
1136 of the members present and voting at said meeting.
1137

1138 4. Notification of Vote on Amendments.

1139 The Board shall provide thirty (30) days written notice of any vote on proposed amendments of these By-Laws to
1140 all members. This notification shall include a copy of the proposed amendment(s) to be voted upon.
1141

1142 5. Special Consideration (By-Laws)

1143 May be changed at any time during a regular or special meeting of the General membership a simple majority of the
1144 present voting quorum. Shall be made in writing and referred to the By-Laws Committee for terminology and
1145 interpretation. The Board of Directors shall then present written copies of said amendment at the next regularly
1146 scheduled General Membership meeting.

1147 **Article XVI. Supersession**

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1149
1150 These By-Laws supersede any and all By-Laws in effect heretofore and annul and supersede all resolution(s)
1151 inconsistent herewith.
1152

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1157 **CGRA Standing Rules**

1158 (Non-Royalty)

1159
1160 **Rule 1. Contestant Growth, Education, and Finals Appreciation Fund.**

- 1161 A. The purpose of this fund shall be to foster growth, participation, and education CGRA members and to
1162 further the sport of Rodeo. The funds will be maintained by the CGRA Treasurer.
1163 B. Funds are collected during the year by various means for distribution according to this Rule.
1164 C. All CGRA Contestants are eligible for funds. Out of State Contestants, who are members of CGRA are
1165 also eligible so long as they had been members in good standing for at least one (1) year prior to the
1166 beginning of the Rodeo year, and are riding for CGRA.
1167 E. CGRA members who are 1st time participants in RMRR and who are riding for CGRA may have one
1168 (1) event paid from this Fund providing they apply for the funds no later than the General Membership
1169 Meeting of CGRA immediately preceding RMRR. Unused funds will be returned to the general
1170 Contestant Growth, Education, and Finals Appreciation Fund.
1171 F. Distribution of these funds for Finals Rodeo will be limited to those individual contestants who are
1172 officially invited by IGRA and have accepted the invitation by the IGRA established cut-off deadline.
1173 G. All available funds will be distributed to eligible Finals Contestants according to number of events per
1174 go round per Contestant except that 25% of said funds will be kept in reserve for the following year's
1175 RMRR.
1176 H. The CGRA Treasurer and the Rodeo Events Chair will ensure that the appropriate funds are sent to the
1177 Finals Hosting Association along with a list showing how funds are to be distributed. Any unused
1178 funds will be returned to CGRA by the Hosting Association and will be applied to the following year's
1179 Contestant Growth, Education, and Finals Appreciation Fund. The distribution list shall be made
1180 available to all CGRA Rodeo Contestants.
1181 I. Any exception to these rules may be appealed to the CGRA Board of Directors for final resolution. At
1182 the discretion of the affected Contestant, this appeal may be made in writing or in person, but no later
1183 than the Board meeting preceding the deadline as provided in paragraph F. Contestants wishing to
1184 appeal must make their intent known at least two weeks prior to that Board meeting so that other
1185 Contestants may have the opportunity to be notified of the appeal and be able to make their opinions
1186 known at the same meeting.
1187

1188 **Rule 2. Gymkhana and Play Day Standing Rules**

- 1189 A. Approval – The Board of Directors must approve dates, locations and times.
1190 B. Responsibilities
1191 1. Rodeo and Gymkhana Events Committee

- 1192 a. Primary responsibility for planning, prep and set-up of Gymkhanas and play day(s).
1193 1) Equipment
1194 a) Provide all necessary arena equipment
1195 b) Provide all necessary rodeo equipment and flags
1196 2) Personnel:
1197 a) Provide arena crew
1198 3) Coordinates with the Fundraising Committee for food and refreshment sales
1199 4) Coordinates with the Entertainment Committee for people events
1200
1201 2. Entertainment Committee
1202 a. Coordinates with the Rodeo and Gymkhana Events Committee to organize/provide for
1203 people events
1204 b. Further supports the Rodeo and Gymkhana Events Committee by providing:
1205 1) Announcer
1206 2) Public address system and related electronic equipment
1207 3) Appropriate music (optional)
1208 a) National Anthem
1209 b) CGRA Theme Song (Colorado by Up With People)
1210 c) Other music and/or entertainment
- 1211 3. Recording Secretary
1212 a. Coordinates with the Rodeo and Gymkhana Events Committee to provide the
1213 following:
1214 1) Secretary
1215 2) Timers
1216 3) Scorekeepers
1217 4) Score sheet and stopwatches
1218 5) All awards (ribbons and trophies)
1219 b. Further supports the Rodeo and Gymkhana Events Committee by:
1220 1) Maintaining all gymkhana records for CGRA files
1221 2) Publishing monthly results in either the newsletter or on the web site
1222
- 1223 C. Gymkhana Guidelines
1224 1. Gymkhanas are held to:
1225 a. Provide competitive training for contestants in preparation for rodeo
1226 and/or related competitions.
1227 b. Provide a structured and safe environment for novice riders and horses
1228 to learn, practice and improve skills.
1229
- 1230 2. Events:
1231 a. Standard
1232 1) Barrel Race
1233 2) Pole Bending
1234 3) Flag Race
1235 b. Jackpot
1236 1) Barrel Race
1237 2) Pole Bending
1238 3) Flag Race
1239 c. Novelty
1240 1) Keyhole
1241 2) Quad Stakes
1242 3) Figure 8 Barrels, Flying 'W', Ring Toss, Mailbox, etc.
1243
1244 3. Entry Fees:

- 1245 a. \$5.00 per horse/rider combination per run for Standard or Jackpot
 1246 Event for CGRA Members.
 1247 b. \$7.00 per horse/rider combination per run for Standard or Jackpot
 1248 Event for non-CGRA Members.
 1249 c. \$3.00 per horse/rider combination per run for Exhibition only.
 1250 Exhibition runs will not count toward awards or points and must be
 1251 designated at time of registration.
 1252
 1253 4. Event Classifications:
 1254 a. All event classes will be run with points tallied under each of the
 1255 following classifications. Classifications shall be determined by both
 1256 horse and rider, meeting said qualifications.
 1257 b. If necessary a judge, the Rodeo Events Chair or a designee of the Rodeo Events Chair,
 1258 and a panel of two competitors appointed by the judge shall resolve any disputes
 1259 pertaining to a horse or rider combination and their stated qualifications.
 1260 1) Novice – combines both Men and Women.
 1261 Novice is someone who is new to a field or activity.
 1262 a.) Points will be scored and tracked for the rider on a given
 1263 horse/rider team.
 1264 b.) A rider may have more than one scoring run per this class per
 1265 gymkhana, but it shall be on different horses and the points from
 1266 the different horse/rider combinations cannot be combined for
 1267 yearend award consideration.
 1268 c.) Defined as any horse or rider who has not competed previously in
 1269 CGRA gymkhanas or who has competed but not placed in the top
 1270 three of any Standard Event.
 1271 d.) Once a horse or rider has competed in the Novice Event and
 1272 exceeds article ‘c’, above, they will no longer be eligible for the
 1273 Novice Classification as of the next calendar year.
 1274 2) Intermediate – combines both Men and Women
 1275 Intermediate is someone who is at halfway point, centermost of a
 1276 field or activity.
 1277 a.) Points will be scored and tracked for the rider on a given
 1278 horse/rider team.
 1279 b.) Defined as any horse or rider who does not fall into the Novice
 1280 or Advanced Classifications.
 1281 3) Advanced – combines both Men and Women.
 1282 Advanced is someone who is ahead in position, time results and ability of a field or
 1283 activity.
 1284 a.) Points will be scored and tracked for the rider on a given
 1285 horse/rider team.
 1286 b.) Defined as any horse or rider who has competed and placed in
 1287 the top three, during a previous year, of any Standard Event.
 1288
 1289 5. Event Classes to be offered – both horse and rider must fall into the following qualifications to
 1290 compete in Event Classes.
 1291 a. Novice/Novice
 1292 b. Novice/Intermediate/Advanced
 1293 1) Novice/Intermediate
 1294 2) Novice/Advanced
 1295 3) Intermediate/Intermediate
 1296 4) Intermediate/Advanced
 1297 c. Advanced/Advanced
 1298
 1299

- 1300 1. Entertainment Committee coordinates with the Rodeo and Gymkhana Events Committee to
1301 organize/provide for people events
1302 a. Coordinates with related committees to supply all necessary equipment and personnel
1303 for any people event(s) at a gymkhana or play day.
1304 b. Arrange for and secure all other required equipment and/or supplies not provided by a
1305 related committee
1306 c. Arrange for clean-up after the event(s) and the return of all equipment
1307 2. Plan five (5) ribbon awards for the first five places (as above for horse events)
1308 3. Entry fee is \$3.00 per person per People event
1309 4. Rules for each event will be supplied by the Entertainment Committee.
1310 5. Participation and Placing points will be awarded for People Events as described in Article C.
1311 Gymkhana Guidelines, section 5. Point System.
1312 6. Year-end awards may be presented to the All Around high point winner(s) for the People
1313 Events; and, may be presented to the second and third place finishers as well.
1314

1315 E. Play Day Guidelines

- 1316 1. Play Days (or Cattle Days, Buck Outs, etc.) include rough stock and/or roping stock for
1317 practicing and/or teaching roping, rough stock and/or drag events.
1318 a. Date, time, location and all associated expenses must be approved by the Board of
1319 Directors
1320 b. May be held in conjunction with a regular Gymkhana
1321 c. Must have appropriate Insurance in place
1322 2. Pertinent responsibilities for all parties involved shall be the same as noted above in Rule 2,
1323 Section B – Responsibilities.
1324 3. Entry fees for any gymkhana or people events shall be applied as noted in Rule 2, Article C,
1325 section 3 and Article D, section 3. Entry fees for rough stock, roping and/or drag events will
1326 be recommended by the Rodeo and Gymkhana Events Committee for approval by the Board of
1327 Directors.
1328 4. Ribbons may be awarded for places one (1) through five (5).
1329 5. Points will not be awarded for any rough stock, roping or drag events.
1330

1331

1332 **Rule 3. CGRA/Wayne Jakino – Educational Scholarship Guidelines**

1333 These guidelines are developed to aid the Colorado Gay Rodeo Association with the awarding of scholarship funds
1334 out of the CGRA/Wayne Jakino – Educational Scholarship Fund.

- 1335 A. A minimum of \$1,000 must be maintained in the fund.
1336 B. Preference may be given to members of CGRA but anyone may apply.
1337 C. The committee will actively solicit applications beginning in February with a May 1st deadline.
1338 Applications for the scholarship funds shall be submitted by U.S. Mail, postmarked no later than May
1339 1st.
1340 D. The Scholarship Selection Committee should be made up of the Special Committee Chair appointed by
1341 the President, the Treasurer, the Community Outreach Chair, the Public Relations (PR) Chair and
1342 anyone else designated by the President.
1343 E. Applicant may apply as many times as they wish, but will not be given preferential consideration in the
1344 selection process..
1345 F. Applicants must be attending an institution of higher or professional education based in the State of
1346 Colorado (e.g. University of Colorado, Metro State College, University of Denver, Regis University,
1347 Community College of Aurora, etc.) Applicant may also be taking courses via the internet (on-line) or
1348 in other correspondence fashion, as long as the institution is based in Colorado and appropriately
1349 accredited.

- 1350 G. Scholarship award amount shall be determined by the committee based on the applicant's application,
1351 essay, and financial requirement. Committee is reminded not to discriminate based on age, sex, race,
1352 national origin, religion, marital status, or personal bias.
- 1353 H. The Selection Committee may award as many or as few scholarships as they see fit, providing the
1354 necessary funds are available. If the fund is \$1,000 or less no Scholarships will be awarded that year.
- 1355 I. Criteria for selection should be based on, but not limited to:
- 1356 1. Demonstrated sincerity for learning
 - 1357 2. Persuasiveness of application and other required documents (letters, essays, references, etc)
 - 1358 3. Personal letters of reference
 - 1359 4. Current Grade point average
 - 1360 5. Demonstrated financial need
- 1361 J. Scholarship will be awarded for tuition, books and/or student fees only. Monies from the scholarship
1362 may not be applied to such items as room and board or other ancillary expenses that may relate to the
1363 higher education experience. Checks shall be made payable to the recipient and the institution only.
- 1364 K. Applicant is not limited to any specific field of study. Awards should be based on the strength and need
1365 of the applicants alone.
1366

1367 **Rule 4. CGRA Competitive Dance Committee**

1368 This is a special committee. The chairperson of this committee is appointed by the President. This committee is
1369 open to all CGRA members. This committee shall:

- 1370 A. Meet regularly as determined by the Committee Chair, the Board of Directors, or the President.
- 1371 B. Produce a competitive dance program for CGRA which complies with the IGRA Dance Competition
1372 General Rules, except Section 3, Awards, which shall be determined by the Board of Directors of
1373 CGRA.
1374
1375