

**AFFILIATE OFFICERS/SECRETARIES**  
**COMMITTEE**

**2024 NCHA Convention Agenda**  
**June 22, 2024 \*\* 1:30 pm – 3:30 pm**  
**Room – Ocean Way**  
**Nashville, Tennessee \*\* Loews Vanderbilt**



1. Call to Order and Roll Call
2. Mission Statement
3. Contestants not paying their entry fees.
4. Secretary – New Recruitments/Furthering Education
5. Discuss possibility of combining 35NP and 15AM, if show management allows this would be similar to the NP/Unlimited Amateur could enter one class or both.
6. Discuss portal set up for secretaries to be able to sign in with their NCHA number and password to be able to access addresses, phone numbers, email address, etc.
7. 30 days is not enough time to collect nonpayment or hot checks into NCHA.
8. Discuss inflation adjustment for the 35NP, 15AM and 2,000 LR entry fee to cap \$150. This would allow the cutters to possibly win a good portion of the entry fee back and could increase participation in these classes and help some clubs from needing surcharges on these classes.
9. Request Faster Cut to help with the membership controls within the program as it is now, it is hard to pickup dates from December to go forward into the new year.
10. Old Business
11. New Business
12. Election of Chairman & Vice Chairman
13. Adjournment



## **AFFILIATE OFFICERS/SECRETARIES COMMITTEE MISSION STATEMENT**

1. Recommend guidelines for producing and conducting NCHA approved shows. Address problems and conflicts which affiliates and show producers might incur when producing and conducting NCHA approved shows.
2. Conduct a seminar/meeting open to all show producers, affiliate officers and secretaries at least once a year. Offer assistance or training sessions for new affiliates, show producers and show secretaries to instruct them in the proper manner of producing and conducting shows under the NCHA rules and guidelines.
3. Work with the NCHA Show Department staff to get new data, rules and other information promptly to affiliates and show secretaries. Work with show secretaries on improving prompt and correct reporting of show results to the NCHA office.
4. Work with NCHA in the development of new or improved methods of submitting reports to the NCHA and form test groups to pilot new ideas and report back to the NCHA on the effectiveness of the programs.





**STANDING RULE 4 (in part)      Item #3**

b. Failure to timely make payments due to Show Management. Any member that fails to timely pay when due any obligation owing to the Show Management relating to the member's participation in the show (i.e., for entry fees, stall charges, etc.) is subject to the disciplinary actions provided for in this Rule. The term "Show Management" as used herein is the organization or individual acting as sponsor of a cutting horse contest for which said organization or individual sought and received the approval of NCHA to conduct the cutting horse contest (or any other person(s) designated by said organization or individual to act on its behalf).

The NCHA does not generally guarantee any payments due to Show Management. However, for NCHA approved shows that are required to pay the NCHA 8% of all entry fees owed under NCHA rules, the NCHA does guarantee payment of entry fees only, but under the following conditions: (i) the member paying the entry fees must be an NCHA member in good standing at the time that the entry fee is paid; (ii) the show in question has timely paid the NCHA the entire 8% of all fees owed to the NCHA as provided for in NCHA Rules; (iii) the cutting horse contest must be approved by NCHA in advance in accordance with NCHA rules; and; (iv) Show Management must request reimbursement from the NCHA for any unpaid entry fees within thirty (30) days after the show's closing date.

Show Management may take any actions it deems reasonably necessary to collect unpaid fees which it feels are in the best interest of the show, so long as such actions comply with NCHA Standing Rules. If a member feels that Show Management has not acted in the best interest of the show or has violated NCHA Standing Rules in its collection efforts, the member may file a complaint with the Executive Director. The complaint will be handled by the NCHA Grievance Committee in accordance with Standing Rule 37.

**STANDING RULE 8 (in part)      Item #5**

b. NCHA Championship Non-Professional Cutting Horse class:

4) May be offered concurrently with the Unlimited Amateur, \$50,000 Amateur or Select Non-Pro in a combination of any two (2).

**STANDING RULE 8 (in part)      Item #8**

e.5 The entry fee with one go-round may not exceed \$125 added back



**How to get news / information / updates out to the current secretaries.**

- Monthly newsletter sent out each month. This could go out the first Monday, Wednesday, middle of the month....?
- Having any and all updates up to that date sent out, reminders of some mistakes we are seeing repeated.
- What are some things that the secretaries would like to see in the monthly newsletter?

**What are some ways to help secretaries understand what we do / have trouble with when receiving show applications and show results?**

- A screen recording of what we do in HUB and the errors we must process.
- Showing examples of mistakes
- A yearly meeting at a local place with all secretaries for a seminar?
- Yearly meeting each equinal and fastercut to go over updates.

**How to recruit new / upcoming secretaries.**

- The first year of the individual's official secretary year is a free membership.
- Provide the new secretary with a gift of office supplies or a gift card to Office Depot or such.

**How to show our appreciation to the current secretaries**

- Do a yearly drawing with all the secretary's names in the hat.
- Each secretary gets an additional entry for each time they send in flawless results.
- Drawing can be for a new computer, gift cards, new hat, or something else. (maybe can find a sponsor)

**Would it help to send a "show packet" each time I send back approved show edit sheets?**

- Membership form
- Membership list (to list all new membership taken at the show)
- Come up with a check list like NRCHA.
- Different show reminders

# Newsletter



## HAPPY JUNE!!

Please let us know if there is more topics / information you would like included in next month's newsletter. We are here to help you!

### Upcoming Dates

- NCHA Convention - June 21 -23, Nashville, TN
- Summer Spectacular - July 13 - August 3, Fort Worth, TX
- NCHA Futurity - November 11 - December 7, Fort Worth, TX
- End of the 2024 Point Year - November 10, 2024

### Reminders

Circuit Championships are fast approaching! If you wish to host your Local Circuit Championship be sure to submit your Approval to Allison Walker at [awalker@nchacutting.com](mailto:awalker@nchacutting.com) When you combine classes you MUST mark the class/classes on judges sheets

### 3 Show Results

Some things we have noticed when submitting show results:

- All exhibitors and owners MUST be current NCHA members. (if they are not, you need collect memberships AT THE SHOW and submit with the results.
- If you are taking copies of transfers please be sure ALL information on the transfers are filled out.

*Linda Smith*

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*Ashley Kanaman*

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## BEHIND THE

# Show

### 1 Show Approvals

When submitting your approvals please make sure you check all the boxes! Have you filled out all the blanks provided on the applications? Is everyone on the Show Management a current member? (show producer, show secretary, videographer, judges) If you are wanting to apply for a cattle surcharge you must provide all the information in the blanks.

### 2 Membership / Eligibility

We are now checking ALL exhibitors and owners from the shows. Even if they are not in the money or points they still need to be current members and eligible for the class entered. We need Non Pro Declarations on people who are not currently listed with Non Pro Status.

"Before anything else, preparation is the key to success." — Alexander Graham Bell

JUNE