

**UNITED STATES PONY CLUBS
POLICY STATEMENT**

SUBJECT: REGIONAL ADMINISTRATION COUNCIL COMMITTEES DATE: 01/01/14

POLICY: 8001

REVISED DATE: 10/28/17

I. PHILOSOPHY:

In order to effectively accomplish the Mission of The United States Pony Clubs, Inc., and to provide greater geographical and organizational representation, the Board of Governors realizes that Regional Administration Council Committees are necessary to accomplish certain tasks that are impractical for the Board to handle.

II. POLICY STATEMENT:

The policy of the Board of Governors is that Regional Administration Council Committees shall be established, as deemed appropriate, by the Board of Governors.

III. AMPLIFYING INSTRUCTIONS AND GUIDELINES:

A. Regional Administration Council Committees shall be created by Board resolution that establishes the name, nature, function, and tenure of said committees.

B. Each Regional Administration Council Committee Chairperson shall report to the Vice President of Regional Administration.

C. *Membership*

1. The Vice President of Regional Administration shall nominate Regional Administration Committee Chairpersons to be ratified by the Board of Governors no later than the first Board Meeting following the Meeting of the Corporation at the USPC Annual Convention.

2. Committee members shall be appointed by the Committee Chairpersons upon the approval of the Vice President of Regional Administration.

3. Committee Chairs must be in compliance with Policy 0721, Background Check for Volunteers.

4. Committee members must be Corporate or Life Members of USPC, Inc. They also must be in compliance with Policy 0710, Conflict of Interest.
5. Committee membership shall ideally consist of at least five (5) and no more than nine (9) members.
6. Committee membership shall be limited to three (3) consecutive years unless the individual is appointed Chairperson of the Committee. In unusual circumstances, after the three-year term expires, the committee member may be reappointed annually as Chairperson with the approval of the Board. However, no member may serve more than six (6) consecutive years on a committee, unless appointed Chairperson, see #7 below.
7. Committee Chairpersons may serve for three (3) consecutive years. In unusual circumstances, after the three-year term expires, the Chairperson may be reappointed annually with the approval of the Board. However, no member may serve more than six (6) consecutive years as Chairperson on a committee.
8. During the last year of a Chairperson's term, the Vice President of Regional Administration may designate a Chairperson-elect for that committee.
9. Approximately one-third of the Committee members shall revolve off the committee each year so as to provide continuity and innovation to the work of the committee.
10. In addition to the committee members, the Vice-President of Regional Administration may appoint annually up to two (2) resource people for a one year term, who will serve in an advisory capacity. Resource people are not members of the committee but may participate in the work and deliberations of the committee.
11. The President of USPC and the Vice-President of Regional Administration shall be ex-officio members of all Regional Administration Council Committees.

D. The Chairperson shall make the committee reports to the Vice President who shall make the report to the Board for each meeting, and as requested.

E. Resolutions creating committees under this policy shall be attached.

IV. DELEGATION OF AUTHORITY:

The Vice President of Regional Administration shall have oversight of this policy.

V. ENACTMENT:

Established: _____ Date: 01/01/14 Board President

VI. ATTACHMENTS:

- A. Club/Region Policy/Guideline Review Committee
- B. Document Review Committee
- C. Leadership Education and Support Committee
- D. Membership Committee
- E. Riding Center Program Committee

