



Holstein Association USA Committee Charter *Show Committee*

Staff Liaison: Tim Ziemba, National Show Coordinator

Purpose

The objective of Holstein Association USA National Shows is to provide a stage for individual breeding programs that creates merchandising opportunities and improves the value of U.S. Registered Holsteins while showcasing breed improvements in conformation and production.

The Holstein Association USA Show Committee exists to:

- Recommend fair, consistent, and inclusive rules and policies for National Holstein Shows.
- Recommend fair and transparent processes for inclusion on the Holstein Association USA Judges Lists.
- Encourage youth involvement and promote consumer confidence in U.S. Registered Holsteins.

The Committee serves in an advisory capacity to the Holstein Association USA Board of Directors and staff.

Scope

The following topics are appropriate for discussion at committee meetings.

- National Show Policy
 - National Holstein Show designations, including Junior Shows
 - Show Ring Code of Ethics
 - Uniform Class List
 - Other subjects related to National Show rules
- Judges List
 - Judges Conferences
 - Eligibility and requirements
 - Reviewing and approving Judges List candidates

Committee Member Qualifications

- Be active Holstein Association USA members in good standing
- Have relevant experience in show-related activities
- Know and follow the rules and guidelines in the HAUSA National Show Program
- Review and comply with the HAUSA Committee Member Code of Conduct
- Demonstrate ethical leadership, prioritizing association interests over personal or business agendas
- Maintain confidentiality when required
- Approach discussions with objectivity and a forward-thinking mindset

Composition

The Holstein Association USA President appoints all committee members annually, following the HAUSA Annual Meeting.

- **Current HAUSA Board Members:** The President will appoint a current board member as Committee Chair, as well as two (2) more board members as committee members.
- **Other Members:** The President will appoint at least three (3), but no more than nine (9), additional members. Committee members that are not current board members are appointed for one-year terms but may be invited to serve for up to three (3) consecutive years. Any member of the committee may be removed at any time by the President.
- **Advisors:** The President may occasionally appoint subject matter experts who are not HAUSA members as non-voting advisors to the committee.

The President may consider geographic, demographic, and experiential diversity when appointing members to ensure balanced representation and a well-rounded committee.

Roles and Responsibilities

- **Staff Liaison:** Organizes meetings in coordination with the Committee Chair, prepares and shares pre-meeting materials in a timely fashion, makes presentations and recommendations for the committee's consideration, prepares meeting minutes, works with Communications staff to disseminate information in accordance with the HAUSA Committee Recommendation Public Disclosure Policy, works with Committee Chair on committee update for the Annual Meeting.
- **Committee Chair:** Approves agendas, leads committee discussions, ensures productive meetings, and presents recommendations to the board of directors.

- **Committee Members:** Prepare for meetings by reviewing materials in advance. Actively participate in all committee meetings, representing members' best interests using their expertise & experience.
- **Non-Voting Advisors:** Prepare for meetings by reviewing materials in advance. Actively participate in all committee meetings, using their expertise & experience to inform the committee's discussions and decision making.

Meetings

The committee meets twice each year, once in late spring, and once during the fall. Additional meetings may be scheduled as necessary. Meetings may be either virtual or in-person, as dictated by the length and depth of the meeting agenda, with no more than one in-person meeting per year.

- Committee recommendations on Judges List should be received before the summer HAUSA Board meeting.
- All other policy-related items should be received before the fall HAUSA Board meeting.

A quorum is established when more than 50% of voting committee members are present at a meeting. Only voting committee members in attendance, whether in person or virtually, count toward quorum and may vote on committee matters.

Non-voting advisors, staff, board officers, speakers, and other invited guests may attend and contribute to discussions as appropriate but shall not participate in votes or count toward quorum.

Decisions are made by a simple majority vote of the voting committee members present at the meeting. All committee actions are considered advisory and require final approval by the Holstein Association USA Board of Directors.

Conflict of Interest and Ethics Concerns

Committee members must disclose any potential conflicts of interest and recuse themselves from discussions or votes where appropriate.

Given the importance of integrity in all HAUSA activities, including dairy cattle showing and judging, the Show Committee recognizes the potential for ethical concerns to arise during review of Judges List candidates. While the committee does not serve as an investigative or disciplinary body, members or staff may raise any substantiated ethics concerns related to

judging conduct or violations of the Show Ring Code of Ethics at the appropriate point in the review process.

If an ethics concern is raised:

- The concern must be brought forward during the relevant discussion of the candidate in question.
- The concern should be stated factually and without personal bias.
- The individual in question may be flagged for further review prior to inclusion on, suspension from, or removal from the Judges List, pending clarification or resolution.

If the person in question is on the committee, or has a close relationship with someone on the committee, that would be considered a conflict of interest and the conflicted committee member must recuse themselves from discussion and voting on the issue.

This approach is intended to preserve the fairness and objectivity of the committee process while providing a constructive path for addressing ethics concerns without compromising the committee's advisory role or exposing the Association to unnecessary legal risk.