

FOOTHILLS HORSE AND PONY ASSOCIATION

BY-LAWS (REVISED July 2017)

The goal of the Foothills Horse and Pony Association is to provide a family oriented equine organization upholding the highest ethical and personal standards. Any member violating these standards could be subject to disciplinary action by a meeting of the Officers and Board of Directors.

... Robert's Rules of Order are to be followed at all meetings...

THE OFFICERS AND BOARD OF DIRECTORS

PRESIDENT: The primary function of the President is to chair member meetings. The president is aware of the club's by-laws and rules and guides the membership to accomplish the goals of the club. The president delegates members for committees when required and then will supervise the committee work. The President is the spokesperson for the club unless someone else is delegated to this role. The President will abstain from voting unless there is a tie. The President interfaces closely with the Board of Directors and does not do anything without the prior knowledge and informed consent of the Board. When required, the President will attend Dayton Fair Board meetings.

VICE-PRESIDENT: Shall officiate in the absence of the President and assist the President in the discharge of his/her duties. Responsible for selecting the judges for the upcoming season's shows. Makes sure contract, rules and by-laws are sent to hired judges. The judges will be hired from a list approved by the Board.

SECRETARY: Takes club minutes, sends out meetings announcements, keeps roll call and relays information to the President. Keeps copies of by-laws and membership. Gathers show flyers, forms and other materials for shows. The Secretary updates the show flyers and sees to all club advertising.

TREASURER: Keeps complete financial records for the club. Signs checks and records dues and sponsorships collected. Prepares payback envelopes for all shows. The Treasurer is responsible for updating and the most current Membership List. The treasurer is also responsible for maintain the membership and sponsorship forms.

ASSISTANT TREASURER: Assists the Treasurer in all duties and will assume all Treasurer's duties in the absence of the Treasurer.

POINT SECRETARY: Keeps points on all classes. Posts points at all shows and clinics. Has point book available for membership at the shows.

WEBMASTER: Designs, develops, maintains and manages the website for FHPA. The webmaster posts information about meetings, events, photographs and other activities which pertain to the club and its membership. Club forms that can be downloaded by individuals from the FHPA website will also be the responsibility of the Webmaster. This position can be held simultaneously by the Secretary provided the Secretary possesses the required skills to upkeep the club website.

BOARD OF DIRECTORS: The Board shall take a leadership role in maintaining the By-Laws and Rules of FHPA. The Board consists of appointed members who jointly oversee the activities of the club. The board's activities are determined by the club's bylaws. The board acts on behalf of the club's voting members. Board members are appointed by the President. The Board's purpose is to enhance the future of the club by establishing policies and objectives which will benefit the membership. It is the role of all Board Members to exude enthusiasm and commitment to the goals of Foothills Horse and Pony Club.

1. Officers are elected to a one-year term. They include President, Vice President, Secretary, Treasurer, Assistant Treasurer, Point Secretary and Web Master.
2. Annual year is from January 1 to December 31. Nominations of officers will be made in the fall . New officers are to be elected at the year end banquet. An open ballot will be held at the time of elections. All elections are by open ballot, unless there is only one candidate. At that time the secretary can cast a unanimous ballot.
3. The Board of Directors shall constitute the Show Committee. Those sitting on the Board shall be President, Vice President, Secretary, Treasurer, Point Secretary, Web Master and additional members appointed by the membership. There will be a total of thirteen board members. All shows will be approved by the President, Officers and the Board of Directors.
4. The Board of Directors will comprise the Rules Committee. All rule changes originate with the Rules Committee and are approved by the Committee and the President.
5. The Board has the right to refuse membership or entry to person(s) that the board deems unruly or whose behavior is inappropriate now or has been in the past. The board can also ask people to leave if they are demonstrating unsafe behavior or animal cruelty anywhere on the show grounds.
6. Any officer or board member can be replaced by a majority vote of the remaining board members.
7. A board member must attend 75% of all meetings to be an active voting board member. Excused absences to the President are the only exception.

8. Notification of board meetings or regular membership meetings will be no less than one week in advance. The majority in attendance rules. Meeting dates are designated by the President however a meeting may be called by a written petition of five (5) voting members.
9. All Officers and board members must have their dues paid by April 1st. Members must sign up and pay their membership by May 1st or there will be an additional \$10 fee.
10. Any bills under \$200 will be approved by the Vice President. Any bills over \$200 must be approved by at least eight (8) board members. Exclusions include ribbons, awards, judges, food stand, and emergency repair to equipment.
11. The Board of Directors decides the amount of money to be set aside for awards at year end.
12. Year End Awards are to be determined by the Board of Directors.

MEMBERSHIP

1. Membership dues shall be \$20.00 for individuals and \$35.00 for family memberships if paid by May 1st. New members can sign up the day of the show with an additional fee of \$10 and have their points count as long as the sponsorship is paid at this time.
Individual Membership – Individual memberships are open to any individual.

Family Membership – Parent(s)/Legal Guardian(s) and any children 18yrs and under, who still reside under the same address.
2. All members must get a \$25.00 sponsor or generate \$50.00 in sales for individual memberships or a \$50.00 sponsor or generate \$100.00 in sales for family memberships in order to be eligible for year end awards. Points will not count until sponsorships are paid. Any points accumulated before a sponsorship is paid will be forfeited.
3. Individual membership covers yourself and your horse. Family memberships cover your family and their horses. All points are based on a horse/rider combination.
4. Qualified voters are members in good standing. A family membership has two (2) votes and an individual membership has one (1) vote. In a family membership, anyone sixteen (16) years of age as of January 1st of the current year has voting privileges.

CLASSES

Halter: Conformation to be judged based on breed. All breeds walk to and trot away from the judge.

Showmanship: To be judged on appearance, condition, grooming, ability to perform patterns and for handler to show horse to the best advantage. Judge will designate pattern.

Longe Line: To follow NSBA rules and judged accordingly.

Pleasure Classes: To be judged on manners, performance, conformation, soundness, neatness and cleanliness of horse, tack and rider. Judged by breed.

Horsemanship Classes: Rider to be judged on position of hands, seat, feet, legs and general performance. Pattern to be designated by Judge. Judged on rail both directions.

Driving Classes: To be judged on manners, performance, soundness, and way of going. Condition and fit of harness and attire. Whip mandatory.

Pony Pleasure: Pony 14.2 and under. To be judged on manners, performance, soundness, neatness and cleanliness of horse and rider.

5 & Under Pleasure: Horses five (5) years and under. May be ridden with a snaffle bit or bosal and two (2) hands. Proof of age must be presented. Judged by breed.

Walk/Halt: Rider seven (7) years and under. Rider is mounted and must have a **header who is eighteen years of age or older who has horse related experience walking alongside them the entire class.** Rider must be capable of holding reins in their hands and asking the horse to walk and stop. Rider will not be asked to back their horse. Judged both ways of the ring.

Leadline: Rider seven (7) years and under. To be judged on equitation of the rider. If a Rider enters Leadline or Walk/Halt they may not show in Small Fry and visa versa.

Small Fry Classes: Rider ten (10) years of age and under. If a Rider enters a Small Fry class they may not enter Leadline or Walk/Halt and visa versa.

Any horse of any age shown in a Small Fry, Leadline or Walk/Halt class may be shown two handed with a snaffle bit/hackamore.

Geritol: To be shown at the walk and trot. To be judged on manners, performance, conformation, soundness, neatness, and cleanliness of horse, tack and rider. Judged by breed. Open to all riders 40 and over.

Trail: Judged 100% on manner of horse's performance and ability to perform course.

Ranch Horse: Class to be judged according to Pennsylvania 4-H Ranch Horse rules. Judge will chose between Pennsylvania 4-H Ranch Horse Pattern 1, 2.

Miniature Halter: Class will be judged based on breed conformation by walking to the judge and trotting away.

Miniature Trail: Judged 100% on the manner of the horse's performance through the course. Course designed by Judge or FHPA Trail Committee. Animals trot instead of canter.

Miniature Jumper: A minimum of two (2) jumps and a maximum of six (6) jumps. The jumps can range in height from twelve (12) inches to twenty-four (24) inches. Judged on accumulated faults. 1st refusal = 4 faults. 2nd refusal = 4 faults. 3rd refusal = disqualification. Off course or fall of horse and/or exhibitor is an elimination.

American Saddlebred: A double bridle consisting of snaffle and curb is preferred and must suit the horse. No horse shall be shown with a snaffle bit only, breast plate, tie-down or martingale (Exception: 2 Year Olds may be shown in a snaffle bridle with a running martingale when specified in the prize list and provided they compete separately against others using identical equipment). The saddle should be flat, English-type with leather or web girth. Informal dress for riders is required in morning and afternoon classes. Formal attire or dark colored habit (with collars and lapels of same color) and accessories are appropriate for evening. Gaudy colors should be avoided.

Gaited Horse: Judged by gaited breed standards. The purpose of the Gaited Pleasure class is to recognize correct gaiting for the breed being shown, smoothness in the horse's gait, the horse's responsiveness to its rider and harmony between the horse and rider. The horse and rider must work as a team. The rider should sit quietly in the saddle with little hand and leg movement. The horse should be quick to respond to changes and never break gait until another gait is called.

Failure to demonstrate a recognizable difference between the second and third gaits will be penalized. Some horses (such as the Peruvian paso and racking horses) may have the same movement in both gaits, but display a noticeable difference in speed. The judge may ask an exhibitor to demonstrate his or her horse's three gaits if the judge has seen no noticeable difference. No artificial devices are permitted to enhance a horse's gait, other than standard horse shoes.

***No training aids or action devices are permitted in the show ring.**

CLASS RULES

1. Senior Classification: Handler/Rider 19 years and older as of January 1st of the current year.
2. Junior Classification: Handler/Rider 14-18 years as of January 1st of the current year.
3. Intermediate Classification: Handler/Rider 11-13 years and under as of January 1st of the current year.
4. Small Fry Classification: Handler/Rider 10 years or younger as of January 1st of the current year. If a Small Fry individual may choose to move up to Intermediate with parental and show committee approval. The individual may not show in Small Fry if they are showing in Intermediate. If they choose to move back to Small Fry any accumulated points will be forfeited.
5. All classes with entries must be held.
6. Entry fees for all classes will be \$7.00 per class.
7. Grounds fees will be posted on the show flyer according to show location.
8. All fees and any deviations from the rules must be approved by the Board of Directors.
9. No judge shall judge more than two (2) shows per year.
10. Pony Classification: Pony must be 14.2 hands and under.
11. Each horse/rider combination must sign up on a separate entry blank to avoid confusion. All entrants must sign up properly on the class entry list with first and last name along with horse name and entry number in order to qualify for points.
12. Points are carried on one horse/rider combination. You must have ten (10) points to qualify for year end awards in any division or class.
- 13. Entrants must always be entered two (2) classes in advance of the class wishing to participate.**
14. Points will be accumulated as follows:
 - (a) 1st 6
 - 2nd 5
 - 3rd 4
 - 4th 3
 - 5th 2

- (b) Members will be awarded one “participation” point for showing in an approved class.
- (c) Points are tallied by individual classes.

15. Jackpot classes will payback 75%.

16. No refunds of any type unless injury to horse or rider.

17. Judges decisions are final. Judges should not be approached by participants, any issues should be addressed to the show committee

CONTEST RULES

Keyhole: A 12’x 12’ box keyhole is positioned in the arena. Rider must run down, enter entirely in the box keyhole, turn around, and run home. A no time will be given for knock down. Five second penalty for knocking down entrance cones. Disqualification for knocking any other part.

Down and Back: Open class with one (1) barrel set in the center of the arena. Five second penalty for knock down.

Cloverleaf Barrels: Three (3) barrels set in a triangular pattern. Five (5) second penalty for knock down.

Pole Bending: Six poles set in a straight line twenty-one (21) feet apart and from the start line. Five second penalty for each knock down.

1. All riders **must** ride in a Western saddle and wear boots or approved riding sneakers.
2. All ties must be run off in the order originally called.
3. Contestants time must be announced after every ride.
4. No re-runs will be given for horse/pony equipment failure or falls of horse and/or rider. Timer failure will result in a rerun.

GENERAL RULES

1. All members must comply with the grounds rules at each show location. Rules may vary so please ask if you are unsure.
- 2 All dogs must be on a leash.**

3. There will be a charge of \$20.00 for any stall left dirty at the end of any show. Any unpaid fees will result in the offender not being permitted to rent stalls at future shows.
4. Please clean garbage around your trailer including manure piles.
5. No tying horses to trees or fences.
6. Helmets with safety harness are required for all Small Fry gamers and are strongly recommended for all Small Fry and Intermediate.
7. Height requirements must be met to enter a class with a height requirement.
8. All Ponies and Miniature Equine should be measured at the first participating show. Permanent 4-H cards or Registry /Association cards will be accepted.
9. In Driving Classes all youth 13. years and under must be accompanied by a knowledgeable adult attendant 18 years or over. The attendant shall render no other assistance except in an emergency. Any child who receives adult assistance may not be placed over a child showing without adult assistance.
10. Any Small Fry who shows with adult assistance in a pleasure or game class may not be placed over a child showing without adult assistance.
11. Small Fry riders may ride English and/or Western.
12. FHPA suggests that no one ride any horse more than once in any class.
13. No shorts, sandals, or bare feet will be permitted while riding. All contestants must wear boots or approved riding sneakers.
14. Proper show attire must be worn for each discipline and a participant number **MUST** be visible.
15. All horses are to be judged by breed. Miniature Horses are to be judged by AMHR rules.
16. Be respectful of other participants during ring time.
17. Foothills Horse and Pony Association will not be held responsible for accidents, injury, or theft.
18. Alcoholic beverages are prohibited at any Foothills function.

19. No smoking in or around the concession stand seating area, in or around the barns – this includes the benches outside the barns.
20. No heating devices or grills in or near the barns.
21. Cruelty, abuse, or inhumane treatment of any horse or pony in the show ring or stable area will not be tolerated. It will be the responsibility of the show committee to report any such actions to the show office for review by FHPA Board of Directors. The Board's decision will be final.