

COLUMBIA COUNTY 4-H HORSE PROJECT MEMBERS PARENTS AND GUARDIANS

This Handbook was designed in hopes that it will help in answering questions that are commonly asked. Please use it as a guide in your project and feel free to ask any questions you may have at the meetings, clinics or shows. The Columbia County 4-H Extension Office will always have a copy of our current calendar for the year of the coming events, along with a copy of all horse forms and information that would be necessary for this project. The Columbia County 4-H Extension Office telephone number is (608) 742-9680 and the office hours are 8:00 a.m. to 4:30 p.m. Monday-Friday. You may print the handbook and our schedule from the website:

<http://www.uwex.edu/ces/cty/columbia/4h/index.html>

All clinics/shows for the project year will go on as scheduled except in the case of severe weather. When there is a question of severe weather, please contact a member of the board or the UW Extension office, if they are open, for information. The board contact information is listed on the UW Extension web site. Information will be available as soon as person/persons in charge of scheduled event have made that decision. We always encourage members to bring their horses to as many events as possible. However, in case of questionable weather, please use your own judgment on whether you wish to trailer a horse to the clinic/show. The learning experience is always more valuable at a clinic when a horse accompanies the member.

When attending clinics/shows be sure to find the sign-in sheet so you receive credit for attending. Each member **MUST** attend a clinic to qualify (*see rules under "Columbia County 4-H Horse Project General Guidelines"*) and it is **YOUR** responsibility to sign in when you attend. If you feel that you may have forgotten and need to check on this, please do so by calling the Point Secretary. Please take the time to read all the rules pertaining to ID forms, clinics and requirements for showing at the fair, helmets and boots with cutout heel, sponsorships, release forms and yearly fee of: \$50.00 per member, maximum \$100.00 per family (*see Article III under Bylaws*).

Good luck to each of you in your project, we hope that you find it to be a safe, fun and a great learning experience.

Columbia County 4-H Horse Council

COLUMBIA COUNTY 4-H HORSE PROJECT GENERAL GUIDELINES

These guidelines are to be followed by all 4-H and FFA Horse Project members.

1. All ID forms, along with a copy of current year negative coggins test and liability release form must be received by **MAY 1st** to the Point Secretary. Proof of vaccinations are no longer required, but the Council encourages the use of good husbandry when it comes to the care of your horse

Be sure to identify all and any horse/pony that you may be using for this year's project. In case of any changes in the previous identified project animals (*due to the death/illness of animal*) the President of the Columbia County 4-H Horse Council and Fair Superintendent must be notified by letter and phone call by July 1st in order to review any other option for showing at the present year's fair.

2. For 4-H & FFA members to exhibit in the Columbia County Fair Horse Show and Speed Show, they must meet the requirements of Member in Good Standing
3. Hard sole boots with cutout heel are required for all 4-H sponsored events and SEI approved helmets must be worn for all riding and driving events.

MEMBER IN GOOD STANDING

In order to participate at the Columbia County Fair Horse Show and Speed Show, the youth member is required (but not limited) to the following:

- Attend any one (1) monthly meeting for current year (*see current year's schedule for dates and time*). See note below for exclusions.
- Volunteer a minimum of 2 hours per family (**see note below*).
- Submit coggins, horse ID and membership fee by the designated date.
- Must attend any two (2) county sponsored clinics for the current year's schedule, one clinic must be attended with a horse.
- Each member is responsible for a \$50.00 fee, \$100.00 maximum per family (*see Article III under Bylaws*), due at the time of the deadline for the coggins and ID forms. This fee may be satisfied in a combination of the following options:
 - Net profit from the current years fund raisers.
 - Sponsorships.
 - Out of pocket.

*Volunteer hours defined:

Hours are based on a per family basis and can be served by family members (*i.e. grandparents, siblings, etc.*). Lists of projects, clinic jobs, and show jobs will be available each year for sign up. Make sure that you sign up on the volunteer hour sheet to make sure that you receive the appropriate credit.

Exclusions:

* A member who is grade 13 (first year college) and is not in the area to attend monthly meetings is excluded from the mandatory meeting requirement. They must, however, meet all of the remaining requirements of member in good standing as listed in the general rules book.

* A horseless horse (HH) member not showing a live animal for the pleasure show, speed show, or attending clinics is exempt from member in good standing requirements when participating in the model horse show at the Columbia County Fair. These HH members may be charged a nominal fee if they attend a model horse clinic or receive awards at the Model Horse show that were funded by the Horse Council.

A "hardship form" will be made available as needed and will be kept confidential. Please contact a board member to acquire the form and further instructions.

POINT SYSTEM

Columbia County Horse Project gives points to members who attend sponsored events; horse council meetings, clinics, and special activities. It is the member's responsibility to sign in at the events. The point secretary accumulates points for the current project year, points are totaled and members earn points towards end-of-the-year awards to be given out at the Awards Banquet. Refer to the current year's schedule for total points available.

Examples of earning points:

10 pts. given for attending each clinic, horse council meetings, annual meeting, etc.

5 pts. additional points given for bringing your horse to a clinic

Award levels are:

Excellence (75% and greater of the total points for the current year)

Merit (50% - 74% of the total points for the current year)

Achievement (25% - 49% of total points for the current year)

**REMEMBER IT IS YOUR RESPONSIBILITY AS A 4-H MEMBER TO SIGN IN.
(not the Point Secretary's')**

WISCONSIN STATE 4-H HORSE PROJECT

GENERAL GUIDELINES AND SHOW ETIQUETTE

These pages outline the recommendations, proper attire and equipment for each performance class. Before coming to the show, read these pages thoroughly and make sure you are well prepared. Note: Proper safety equipment is required. **Safety Equipment Institute (SEI) approved helmets, with harness fastened, MUST BE WORN at all times when MOUNTED OR DRIVING on grounds.**

Any act of discourtesy to the judge/clinician/horse council member or other show officials by an exhibitor-parent, or any other attendant will be grounds for disqualification for that member.

Cruelty or abuse of a horse will not be tolerated.

All members are responsible for cleaning the grounds before they leave a show or clinic.

GENERAL SAFETY ATTIRE:

1. SEI approved helmets, with harness fastened, and must be worn when mounted or driving on ground.
2. Sleeves to cover the arms. *(This rule doesn't apply to clinics.)*
3. Long pants—no shorts. *(See exceptions under driving.)*
4. Boots with a cutout heel.
5. Exhibitor's number must be worn in the middle the exhibitor's back when in the show ring.

GENERAL SAFETY TACK:

1. Saddle, which fits horse and rider, with stirrups, girth or cinch properly attached.
2. Bridle with reins and bit. Check with Clinician or Show Rules for Junior Horse of 5 years and under.

GENERAL CONDUCT:

1. Be on time when the class is called.
2. Enter the ring at the gait indicated and watch the ring steward for instruction on where to go.
3. Be alert for a posted pattern, verbal instruction or cue from either the ring steward or judge.
4. Be aware you are judged from the time you enter the ring until the time you depart from the ring (*unless otherwise specified by the judge*).
5. Do not try to show a horse until you are sure you can control him.
6. You and your horse should work as a team. The horse should respond to the slightest signals.
7. Work calmly and quietly.
8. Your actions should not draw the judge's attention away from your horse.
9. Manners and action in handling the horse reflects time spent working with your horse.
10. Hand jerking on the reins not only looks bad, but also could injure the horse's mouth.
11. Keep your horse showing to the best advantage.
12. Over showing is objectionable.
1. When holding horse in hand, make turns to the right when more than ninety degrees. *(If you turned to the left, there is a greater possibility of the horse stepping on you.)*

Junior Department 106 Horses

(As specified in the Columbia County Fair Book)

Superintendent:	Beth Mislivecek
Pleasure show & Trail Class:	Monday of Fair week
Entry Time:	Monday 7:00 – 8:00 a.m.
Judging time:	Monday 8:30 a.m.
Model Horse & Horseless Horse:	Tuesday of Fair Week
Entry Time:	Tuesday, 12:30 p.m.
Judging Day:	Tuesday 1:00 p.m.
Exhibit Release Time:	Sunday 6:00 p.m.
Horse Speed Show:	Saturday of Fair Week
Speed Show Set-up:	Saturday 8:00 a.m.
Judging time:	Saturday 8:30 a.m.

ATCP 106.56 HORSES AND PONIES; Department 6. (1) Light horses, Draft Horses and Ponies. A county or district fair may establish one or more classes of horse and pony exhibits for each category identified under pars. (a) to (f). A county or district fair may establish separate classes under each paragraph based on criteria listed under that paragraph. A county or district fair shall use the Danish judging system for all entries in showmanship and equitation classes under par. (a) and (b), and the regular judging system for entries in all classes under pars. (c) to (f). No exhibitor may enter more than 2 animals in all classes established under this subsection.

GENERAL RULES

The general rules and guidelines of the State 4-H Expo will apply to this show except in the case of sharing horses. Two members may share the same horse at the county level. If the members are not in the same immediate family (brother or sister) only one member can choose to show for premiums. The other member will be showing for ribbons and trophies ONLY. The appropriate forms will need to be filled out the day of the show. If the members sharing the horse are siblings they may both show for premiums. A horse may not compete against itself. This means the horse may not compete in the same class with two different exhibitors.

When showing at the State 4-H Horse Expo members cannot share a horse if they are not in the same immediate family. This means if you share a horse with another member and you are not a sibling (brother or sister), and if you both qualify for the State 4-H Horse Expo, only one of you will be able to attend. Siblings sharing a horse may share that horse at State 4-H Horse Expo however; a horse may not compete against itself. This means the horse may not compete in the same class with two different exhibitors.

Hard-soled boots with a cut away heel are required in all classes.

NO exhibitor may show more than TWO horses in each show.

In the PLEASURE SHOW, each horse may be entered in two classes for premiums. One will be judged on the ANIMAL PERFORMANCE (Class A – Halter or Classes I, J, K – PLEASURE). The second will be judged on PERSONAL PERFORMANCE (Class B, C, and D – Showmanship or Class E, F, G, H – Horsemanship/equitation).

Project animals must be identified to the Columbia County 4-H Horse Council by MAY 1. ID forms must be completed including age of horse/pony.

Members must provide proof of vaccinations and negative coggins (either sales receipt of vaccine purchased or veterinary receipt) by May 1. This applies to all horses except foals and pregnant mares. The vaccinations must include Eastern and Western Encephalomyelitis, tetanus and flu.

The grade of exhibitors and age of horse are determined as of January 1 of the exhibit year.

No stallions over one year of age can be exhibited.

Any horse showing evidence of poor health will be removed from the fair grounds at the discretion of the horse show committee.

It is the responsibility of exhibitors to keep their area clean. Make sure you clean up around your trailer before leaving.

For a horse member (FFA, 4-H, horseless, etc.) to exhibit in the Columbia County Speed Show, they must have attended one of the speed clinics offered during the current project year.

Exhibitors with a complaint should register the complaint with the Columbia County 4-H Horse Council. Any PARENT voicing objections during the show will disqualify their child from participating.

Horses are to be ridden ONLY in the exercise area or show ring. Horses are NOT to be ridden around or through the cattle barns or anywhere on the fairgrounds except as stated.

All ponies must be 36" and under. Miniatures and ponies will be measured to insure that the correct size is shown.

Halter animals can be shown in ONE halter class only.

Pony, Draft, Miniature Horse, Donkey and Mule exhibitors in Classes B, C, D, E, F, G, H, I, J, K may choose either the Exhibitor Grade lot or the breed lot (pony any age, draft any age, miniature horse any age, donkey and mule any age) BUT NOT BOTH.

Pony Exhibitors – if shown as a pony, then can only be entered into “Pony any age lot”. If shown in “Exhibitors Grade” lot, then CANNOT be shown in “Pony any age lot.” This rule applies for both the Pleasure Show and Speed Show. Exhibitors showing a pony may enter any open class.

Draft Exhibitors – if shown as a draft, then only can be entered into “Draft any age lot”. If shown in “Exhibitor Grade” lot, then CANNOT be shown in “Draft any age lot”. Exhibitors showing a draft may enter any open class.

Miniature Horse Exhibitors – if shown as a Miniature Horse, then only can be entered into “Miniature Horse any age lot”. If shown in “Exhibitor Grade” lot, then CANNOT be shown in “Miniature Horse any age lot”. Exhibitors showing a Miniature Horse may enter any open class.

Donkey and Mule Exhibitors – if shown as Donkey or Mule, then only can be entered into “Donkey or Mule any age lot”. If shown in “Exhibitor Grade” lot, then CANNOT be shown in “Donkey or Mule any age lot”. Exhibitors showing a donkey or mule may enter any open class.

The above rules regarding pony, draft, miniature horse, donkey and mules are based on the State 4-H Horse Expo rules. If you are considering showing at the State 4-H Horse Expo please follow these rules carefully as it will determine what classes you show in the state show. For example: If you win your qualifying blue in pony showmanship at the county fair, you must enter pony showmanship at the State 4-H Horse Expo. NOTE: At the State 4-H Horse Expo once you have entered a pony division you must remain in the pony division for the entire show.

HORSELESS HORSE MEMBERS: Please read the “Horseless Horse Guideline Rules” in your handbook. All general rules regarding helmets, boots, ID forms, coggins, shot records and safety rules apply to horseless horse members.

According to the State Expo rules the only qualifying classes for Horseless Horse are Horseless Horse Showmanship or Horseless Horse Walk Trot. You must win a blue in one of these classes to qualify to show at state.

If you are a horseless horse member, you must sign up under the horseless horse classes.

Horseless horse members may enter any classes under L – non-premium, M – non-premium, N – Horse/Pony and Horseless Horse, O – Model Horse and P – Clothes Horse.

You must show in the correct breed or your grade lot. If entry rules are not followed, or you sign up for the wrong grade you will not be able to add or change classes the day of the show. Please take the time to be certain your entry form is filled out correctly. Contact leaders for assistance in entering fair classes and for additional information in complying with the rules.

HORSELESS HORSE GUIDELINE

(As specified in the Wisconsin State Horse Expo Rules)

Horseless Horse classes **MUST** only be entered by a project member who meets the following criteria. (It is strongly suggested that each county follow this guideline for their fair classes to avoid confusion when entering the State 4-H Horse Expo.)

1. All horseless horse exhibitors must wear an SEI approved equestrian helmet when mounted.
2. A horseless horse project member is defined as a 4-H member who has no **one on one** access to a horse. They **do not** own their own horse. Their family does not own or lease a horse. (Cloverbuds may not be horseless horse project members.)
3. Horseless horse project members **MUST** show only in horseless horse classes.
4. The horseless horse person must be working with a current 4-H horse project member (called a Buddy) or a leader. Both members may show the same horse. This is the only horse the horseless horse member may show. (Two horseless horse members may **NOT** show the same horse.)
5. The “Buddy” may **not** be a sibling that resides in the same household. (If two siblings are showing the same horse, that is family owned or managed, both siblings are classified as horse project members.)
6. Horseless horse members are expected to work with the horse owning 4-H horse member or leader to learn about the horse, (including grooming, clean up, tack, riding, etc.).
7. Horseless horse members are expected to participate in horse project activities.
8. The horseless horse project member is **not** managing or leasing a horse owned by someone else.

The following 4-H horse members are NOT considered horseless horse members:

1. They own and are showing their own horse or show a leased horse.
2. Their family owns or leases a horse or pony.
3. They are showing a horse owned or leased by a family member. (Two family members may show the same horse – see Expo Rules & Class List “General Rules for Horse Show”.)
4. They are showing a horse that is owned or leased by someone other than a current 4-H horse project member or leader.
5. Managerial: Defined as a youth who exhibits a horse that no other 4-H Horse Project youth is using and that is owned by someone other than the exhibitor or a family member of the exhibitor. The youth is responsible to ensure the horse is taken care of properly.

COLUMBIA COUNTY 4-H HORSE PROJECT BYLAWS

Article I: Name

- A. The name of the organization shall be the Columbia County 4-H Horse Council. From this point on it shall be referred to as the "Council". The Council is defined as the enrolled member and their legal guardian(s). You must be present to vote.

Article II: Purpose

- A. To provide support for educational opportunities for the Columbia County 4-H Horse Project youth, leaders and their families.
- B. To cooperate with the UW-Extension Office in planning the horse project calendar and programs.
- C. To establish basic policies for implementing the 4-H Horse Project in Columbia County.
- D. To ensure compliance with Columbia County Fair requirements.

Article III: Membership

- A. Membership is open to all Columbia County 4-H members, FFA members and their families currently enrolled in the Horse or Horseless Horse Projects.
- B. Membership is open to all Columbia County Cloverbuds and their families, but is limited to non-handling of live animals per the National 4-H guidelines.
- ~~C.~~ Membership in 4-H and this council is open to all persons regardless of age, race, color, creed or religion, national origin, ancestry, gender, sexual orientation, marital or parental status pregnancy, veterans' status, arrest or non-job program related conviction record qualified disability or social economic level. This council must comply with federal and state non-discrimination laws, including Title VI of the Civil rights Act of 1964, Title IX of the Education Amendments of 1972, and the American Disabilities Act.
- ~~D.~~ Youth members and Cloverbud members can participate in year end awards by accumulating participation point as stated in the general rules handbook.
- E. Annual youth membership fees will be discussed and set for the next year based on the account balances and the next years expected expenses. A hardship application, fund raisers, and sponsorship applications will be provided to ensure minimal out of pocket expenses for the membership.
- F. Youth members must meet the minimum requirements as stated in the General Rules Handbook in order to participate in the Columbia County Fair Horse shows, Columbia County Horse Project clinics, and State shows.

Article IV: Columbia County 4-H Horse Council

- A. The powers, property, and affairs of the Columbia County 4-H Horse Council shall be conducted by the Horse Council Board of Directors. From this point on it shall be referred to as the "Board".

Article V: Horse Council Board

- A. The Horse Council Board of Directors shall consist of the following elected officers:
 - A. Adult positions:
 - i. President (3 year term)
 - ii. Vice President (2 year term)
 - iii. Secretary (2 year term)
 - iv. Points Secretary (3 year term)
 - v. Treasurer (2 year term)
 - vi. 2-Adult representatives at large (1 year term each)
 - B. Youth positions:
 - i. 2-Youth representatives at large (1 year terms each)
- B. Officers may be re-elected to succeed themselves upon completing their term.
- C. The board is empowered to make decisions as designated by the council.
- D. Officers shall be elected at the annual awards meeting and will begin their duties at the conclusion of the meeting.
- E. Whenever any officer vacancies occur, the unexpired term of office will be filled without delay by majority vote of the council.

Article VI: Meetings

- A. There will be an annual meeting of the council following the current year Columbia County Fair. The following business shall be conducted at this meeting:
 - a. Financial report
 - b. Review of operations for the previous year
 - c. Goals, creation of next year's calendar and estimated budget for upcoming year.
 - d. Quorum for this annual meeting shall consist of at least 2 officers and the members present in order to conduct official business.
 - e. All members of the council, as previously defined, are eligible to vote at the annual meeting.
- B. There will be an annual Awards Banquet following the current year Columbia County Fair. The following business shall be conducted at this meeting:
 - a. Election of officers
 - b. Presentation of year end awards
 - c. And other business as required.
 - d. All members of the council, as previously defined, are eligible to vote at the annual meeting.
- C. Regular meetings of the council
 - a. The council shall meet at least 6 times per year, usually on the third Tuesday of the month.
 - b. May and June meetings will be held in conjunction with clinics.
 - c. A quorum shall consist of at least 2 officers and the members present in order to conduct official business.

Article VII: Committees

- A. The council shall determine which committees are needed throughout the year and suggest their purpose, responsibilities, and membership.
- B. Any 4-H adult or youth member and interested community members may volunteer to be part of any committee.
- C. All committees will provide periodic reports to the council as needed and should be available to answer questions.
- D. A concessions committee will be responsible for organizing, planning, and establishing a concessions stand at the arena for the following events:
 - i. Pleasure show during the Columbia county free fair
 - ii. Speed show during the Columbia county free fair
 - iii. For various clinics offered by the horse council during the months of May, June and July as determined necessary by the members.
 - iv. For any fun shows provided by the horse council throughout the summer as deemed necessary
 - v. Items offered will be at the discretion of the committee.

Article VIII: Financial

- A. An annual budget will be developed
- B. Upon Dissolution of the Columbia County Horse Council remaining assets shall be conveyed to a 4-H Youth development program or a 4-H youth Foundation as selected by affirmative vote of the majority of members entitled to vote.

Article IX: Amendments

- A. The By-Laws may be amended at any meeting of the council where a quorum is present by at least 2 officers and the members present. The vote passes by a two-thirds vote of members present. Proposed amendments must have been presented at a previous meeting and through written notification to members by mail, email or posting on the UW Extension web site before the vote.