Board Policies by Topic Area

# Awards

Modify the Hall of Fame Nomination due date - to April 1 of each year starting in 2020. 4.19

Change the voting method for Hall of Fame to email a membership online survey beginning in 2020. Nomination information and electronic ballot emailed to each active member. May/June PFHW magazine will feature the nominations submitted. Winner announced at the GNS. (Suggest that the nomination submission must be less than 3 pages for PFHW print). Logic - It is not easy for regions to hold a membership meeting for voting purposes prior to a PFHA BOD meeting. By simplifying the voting for Hall of Fame to a digital format we expose more members to PFHA programs beyond just the regional Boards. The goal is to retain more members at renewal time because they are more knowledgeable regarding programs and services 4.19 ***This policy was overruled by a Rule Change Proposal retaining the voting by the board.***

# Committees

Committee Chairs should be approved by the BOD immediately following the Annual Convention 1.18

The Ethics Committee shall investigate and review the problems of Paso Fino horses being neglected and the committee shall recommend guidelines to implement a solution to protect the breed. 1.18

# Communication

PFHA reserves the first right to the cover of the PFHW in order to advertise the National Show. 1.18

Advertisement of other modalities in the Paso Fino Horse Association’s magazine and the National Show program is authorized 1.18

# Finances

That the new PFHA Foundation be removed from the PFHA audit as recommended by our CPA. 1.17

The Parliamentarian will be paid for his/her expenses to the BOD meetings based on the same guidelines used for the Executive Committee 1.18

Finance Committee approval is required for all non-budgeted items over $250. 1.18

Any expenditures $500 or less do not require preapproval -Any items over $500 to $2500 require preapproval by Treasurer or Executive Director -Any items over $2500 require preapproval from both Treasurer and Executive Director 1.18

To set the Recreational Rider membership fee to $35 11.18

To increase the Registration fees by $15 to cover cost of a microchip 11.18

Extraordinary Circumstances

For people who have extraordinary circumstances (fire, flood, etc.) the office may charge $25.00 for replacement papers and offer to give receipt to turn in to insurance 4.19

Payment Plans

For members who request a payment plan, members may pay 50% down to initiate a transaction and remaining 50% before any paperwork is sent out. 4.19

# Governance

Committee Chairs should be approved by the BOD immediately following the Annual Convention 1.18

The Parliamentarian will be paid for his/her expenses to the BOD meetings based on the same guidelines used for the Executive Committee 1.18

There will be at least two BOD meetings in person and at least two by video each year. 1.18

All Committee reports should be posted 30 days before BOD meetings including Financial Reports. 1.18

Rule Change Proposal deadline is June 1, 2019 1.19

Reviews will be in November and voted on In Jan. 2020 at Membership meeting 1.19

To accept the Security Protocol as shown in Executive Directors report 11.18

Approve the Path To Gold Plan as posted 11.18

Approve the Standard of Ethical Communication as posted 11.18

Standards of Ethical Behavior concerning social media posts:

1. Recognize that open communication requires respect, trust and courage.

2. Conduct yourself online just as you would in any other public circumstances as a PFHA member.

3. Treat those you encounter online with fairness, honesty and respect. If you have an issue with someone, go to that person and share your concerns first with them, not on social media.

4. Verify information before passing it along. Be honest about your intent when reporting.

5. Avoid actions that might discredit your impartiality or PFHA. Always remember, you represent PFHA.

6. Support and practice PFHA rules, policies and operating principles.

Approve the Vision Statement as posted 11.18

“PFHA is the predominant Association dedicated to the welfare and promotion of the Paso Fino horse.  We are widely recognized as an international Association whose programs and policies set the standard for the Paso Fino breed.  PFHA is an impactful organization which supports robust and fair exhibitions and shows as well as programs for recreational and youth members.  PFHA will be known for promoting sound breeding practices, adoption and rescue programs, and pride in our breeds’ illustrious heritage.  We will reach our 50th Anniversary financially sound, growing in membership and horse registrations, and providing outstanding service and support to our Members.” 11.18

# Grand National Show

Fabulous Futurity

Beginning with the 2018 Futurity the Board adopts the proposed nomination fee structure that is attached to this report entitled Proposed Futurity Program Nomination Fee Changes, except the late buy in for 3-year-old. Change late 2-year-old to $900. 4.17

Judges

To approve the Olympic 5 judging system for the 2019 Grand National. 11.18

All paid show staff members and independent contractors must have an active PFHA membership, in case of a businesses, they must obtain a PFHA business membership. 11.18

To hold three (3) schooling classes Trocha, Trocha y Galope and Trote y Galope starting at the 2013 Grand National Show. 8.16

Stallion Service Auction

Beginning with the 2017 Stallion Service Auction, any stallion owner who did not participate in the breeder’s sweepstake class will have the $200 nomination fee applied to a futurity nomination in lieu of the $75 weanling nomination fee. This offer would not apply to stallion owner buybacks in the program. 4.17

The Grand National Show will be held at Perry, GA 2018, 2019 and 2020 11.17

Approve the Agility class for Geldings at the 2019 Grand National Show 4.19

Approve the Rescue class for Geldings at the 2019 Grand National Show. 4.19

Pre-determined work-off for GNS 4.20

To suspend consecutive years for Judges to Judge GNS 4.20

Allow Certified Judges to Judge 2020 GNS 4.20

Accepted all Modifications for COVID for the 2020 GNS 8.20

# International

PFHA submits an application for membership in CONFEPASO, and, if accepted as a Member, officially join CONFEPASO as the sole US Paso Fino Association. 7.17

# Licensed Officials

Policy to institute Emeritus Status for retired Judges and Stewards 4.17

All Guest Carded Judges must attend a PFHA Judges and Stewards clinic the year before judging a PFHA show. 11.17

All paid show staff members and independent contractors must have an active PFHA membership, in case of a businesses, they must obtain a PFHA business membership. 11.18

Grant a twelve (12) month extension to each active licensed official to comply with the requirements to reapply under Page 120, Chapter V III J. 8.20

Extend by twelve (12) month (through January 2023) the period by which Learner Judges and Stewards are required to complete learning experiences, under Chapter V.II.C.2 and Chapter V.II.E.2. 8.20

Move the Judges and Stewards meeting to a virtual event 11.20

# Member Services

Deceased Members. Membership continues through the end of the current membership year in which the member dies. Horse transactions for deceased member will be allowed at membership rate. 1.18

Regional Recruiting Incentive Program—establish a Recruiting Incentive Program under the purview of the Membership Committee and the Executive Director that establishes 4 award criteria for Regional recruiting and provides financial and other awards for the top Regions in each of the categories 1.18

Regional Promotional Incentive Program—creates an incentive program that helps members participate in as many events as financially possible. Each Region will have a $1,000 “pot” to draw from in helping meet expenses. Appropriate media is required for each disbursement from the program. 1.18

To set the Recreational Rider membership fee to $35 11.18

Members Legal Name Change

In the event of a name change such as marriage or voluntary change, members shall fill out a name change form and submit the corresponding legal documentation certifying the legal name change. This will document the change of names in our files. The members legal name will then be changed in Paso Key and corresponding notes and transactions entered in the system. The name will update across the database including the online membership card and ownership of the horses within the PasoKey system will reflect the member's name. Unless specifically requested by the member, PFHA will not issue new Registration or Duplicate Certificates. No fee will be applicable in this case. In the event the owner wants new ownership certificates issued reflecting the change in legal name, the owner must return the original certificates to the Association along with the corresponding form requesting new ownership certificates along with the corresponding fee. The fee for this transaction shall be set forth by the Finance Committee. 4.19

Modify the Hall of Fame Nomination due date - to April 1 of each year starting in 2020. 4.19

Dissolution of Colombia & Sunshine regions 4.19

Extraordinary Circumstances

For people who have extraordinary circumstances (fire, flood, etc.) the office may charge $25.00 for replacement papers and offer to give receipt to turn in to insurance 4.19

Make October PFHA **Membership Appreciation Month**: Modify the $1000 annual regional promotion grant program: A region that has not used their grant money may request up to $500 to be used for a membership appreciation Event/Party. (Note: In 2018 the $1000 grant was modified to allow $200 to be used for Trail Horse Program). 7.19

**Business Membership Perks:** Business members are entitled to “free” listing in the Find a Farm BUSINESS menu option by Business Type ex: Farms, Farriers, Equine Dentist, Transport, Tack Vendors and Vet Services. Adding these categories creates an ADDITIONAL source of business members! • Advertising discounts in the PFHW magazine. (Prices To be developed). (b) Create a new “PLUS” marketing option, suggest small $250-$300 fee to include a one-year business card in PFHW, plus an overall magazine advertising discount of 20% off ¼, ½ or Full-page advertisements. (Prices to be determined). 7.19

Promote Early Renewals at the Grand National Show by **offering PFHA Buck$:** Replace the regional incentive promotion created in 2018 (Note: $4500 total was awarded in the spring of 2019: $3000 to Florida region - all other regions lost members. $1500 was awarded to Great Lakes for youth member increases.) PFHA BUCK$ may be applied to purchases at any of the GNS Vendors, applied at the Show Office to be used as a credit for the member’s show bill, or applied in 2020 toward a registration fee, transfer fee or advertising expense. Unlike “late registration discounts” and the “regional incentive program” - the PFHA Buck$ program stimulates early participation. Most important is that this reward money is either reinvested into PFHA programs or GNS sponsors! Members must either renew at the 2019 GNS show or online during the month of the GNS to qualify for PFHA BUCK$. Refer to chart below for reward amounts. Cost to PFHA: If 300 members renew early the projected discount is equal to $4500. This is the same dollar amount awarded in 2019 to two regions! The success of this program will depend on COMMUNICATIONS to members! E-news promotion and hourly announcements at the GNS and during live streaming for members watching at home. Membership Category Regular Fee U.S. PFHA Buck$ Number of Renewals Extended Cost Individual 1 Year $65 $10 50 $500 Individual 3 Year $165 $20 50 $1000 Family 1 Year $85 $10 50 $500 Family 3 Year $225 $20 50 $1000 Business 1 Year $85 $10 50 $500 Business 3 Year $225 $20 50 $1000 Total 300 $4500 Rational: The regional incentive money was not effective evidenced by overall decline in membership from year end 2017 to 2018. Early renewal incentive cost for individual/family/business and life memberships is approx. $5000. (see Motion #6 for payment plans for Life Memberships.) Redemption: PFHA Buck$ certificates must be surrendered to vendor/show secretary at the show or mailed to PFHA if member elects to apply toward a registration/transfer fee, or other office service. If adopted a PFHA staff person must be available at a PFHA table/booth for set hours during the GNS to Page 3 manage renewals and to issue the PFHA Buck$ certificates. Additionally, once staff is back in the office, PFHA Buck$ must be mailed to the online renewals that happen during the GNS show dates. 7.19

Incentive for Expired or for New Members that renew or join during the GNS Show or later: Receive 15 months for the price of 12! Membership runs from Sept 2019/join date thru December 31, 2020. 7.19

**Payment Plans to Upgrade to Life Memberships** Create an incentive to upgrade to a Life/Gold Life Membership by offering annual Payment Options: • Life Members may pay in two annual payments of $500. • Gold Life Members may pay in three annual payments of $500. Membership Category Regular Fee U.S. PFHA Buck$ Estimate New Memberships Extended Cost Life $1000 $50 5 $250 Gold Life $1500 $100 2 $200 Total 7 $450 7.19

**Reward Volunteer Hours:** For 2021 year and forward PFHA will track volunteer hours similar to the trail horse program and offer PFHA BUCK$ at year end. See page 2 for options for redeeming PFHA BUCK$. Suggest that the tracking form includes a verification signature of a regional officer or PFHA officer/GNS committee chair to validate volunteer service. 7.19

**Gulf Region Dissolved**: Alabama Members to Deep South, Florida Members to North Florida, Georgia members to Georgia 11.19

**Revise existing PFHA policy for the administration of two regional grant awards**. A maximum grant not to exceed $800/region/membership year. (Note: Trail Horse Test program has a regional $200 grant and is to be transferred to RR Committee and they are responsible for budget and approval process.)

1. **Regional Co-Op Advertising Matching Grant**: Goal is to provide professional displays and marketing of the Paso Fino Horse at multi-breed equine events. Events and displays to be coordinated with Executive Director. 1.20

2. **Membership Appreciation Matching Grant**: Goal is to assist regions with the retention of members. Up to $500 may be requested from the $800 allotment per region. Allowance of $10/participating members. This grant encourages a social activity that all regional members have an opportunity to participate and is intended to be a separate activity from the THT program or the Co-op Advertising. Grant Request Procedures: • Regions must submit their grant request in writing no later than the Spring BOD meeting. • Grants will be reviewed based on the date the request form is received. • If the sum of regional grant requests exceeds the total dollar amount in the committee’s budget additional funding must be approved by the PFHA BOD at the July meeting. • Regions with membership less than 200 members will be given priority for grant awards. • Payment of grant requires proof of expenditures and the verification of member participation. 1.20

**Business Members** receive a $50 annual discount off the full price of a business card advertisement in PFHW. The discount to be adjusted for the number of remaining issues for 2020 at $8 per issue. Business Members receive a discount on all PFHA Advertising 1.20

Annual Meeting Moved to virtual and fee charged 11.20

# Programs

# Approval to proceed with developing and holding Virtual Shows to gain income and increase member benefits. 11.20

PFHA to implement the Full Circle program 11.20

# Recreational Riders

Implement the Trail Horse Test Program as a PFHA program within the Recreational Rider Committee and that upon passing each level, each registered Paso Fino horse have the level achieved annotated along with their show results. 11.16

To ratify the rules clarification that Trail, Western Pleasure and Versatility will remain Amateur 4.17

To include the Equine Distance Riding Association (EDRA) as an approved sanctioned association in the Endurance Trail Program 4.17

To include the Better Barrel Races, LLC (BBR) as an approved sanctioned association in the Sport Horse Program’s Speed Events category 4.17

To set the Recreational Rider membership fee to $35 11.18

Europe Online Show – Affirmed RR recommendation to not give points in Sport Horse Program 4.20

# Registration

Dissolve the following policy: Assumed policy was that the owner of the dam at the time of foaling must be a current member at the time of registration. This is not in the PFHA Rule Book. Many times, the applicant for registration is someone other than the owner of the dam at the time of foaling yet they are required to pay for someone else's membership. 4.17

Deceased Members. Membership continues through the end of the current membership year in which the member dies. Horse transactions for deceased member will be allowed at membership rate. 1.18

Extend the deadline for the discount on horses involved with the farm until the end of 2020 in case things pick up this fall and they need to place horses before the winter 8.20

**Diagonal Registry**

PFHA registry remains the same. A new registry will have “D” and then registry number. Paso Fino will have Gold Seal, Diagonals a Silver seal. Horses with current validation certificate will be grandfathered in for registration.

Effective January 1, 2017 Diagonal Registrations will be used and Validation Certificates will no longer be used or accepted Championship classes may be offered for Trocha, Trote y Galope and Trocha y Galope at any PFHA regional show when two or more qualifying classes are offered. To be eligible for entry into a Diagonal Championship class a horse must have been properly entered, shown and judged in one of the qualifying diagonal classes. Championship point values will be awarded in the same manner as a PFHA Championship class. 11.16

Add expiration date of March 31, 2017 for Modality validation certificate 1.17

Review and create policies for Modality changes and fee determination for recording this service. 1.17

Diagonal Handbook revision 4.20

Stallion Breeding Reports

End of year registration reports will be pulled to determine unfiled Stallion Breeding Reports (SBR’s). SBR invoices will be generated on a yearly basis, combined as one invoice to the stallion owner, and mailed in January following the year of the offspring’s registration. Stallion owners will be eligible for suspension if invoices remain unpaid after 90 days from the first notice.

Stallion owners who continue to file their yearly reports by January 31st following the breeding year will receive a $15 filing fee discount, to incentivize on-time filing. Reports with no mares bred will remain $0.

Current on-time filing fee: $50/$5 per mare

Proposed on-time filing fee: $35/$5 per mare

Late filing fee: $100/$10 per mare

Amended filing fee $30/$5 per mare 1.18

To increase the Registration fees by $15 to cover cost of a microchip 11.18

Members Legal Name Change

In the event of a name change such as marriage or voluntary change, members shall fill out a name change form and submit the corresponding legal documentation certifying the legal name change. This will document the change of names in our files. The members legal name will then be changed in Paso Key and corresponding notes and transactions entered in the system. The name will update across the database including the online membership card and ownership of the horses within the PasoKey system will reflect the member's name. Unless specifically requested by the member, PFHA will not issue new Registration or Duplicate Certificates. No fee will be applicable in this case. In the event the owner wants new ownership certificates issued reflecting the change in legal name, the owner must return the original certificates to the Association along with the corresponding form requesting new ownership certificates along with the corresponding fee. The fee for this transaction shall be set forth by the Finance Committee. 4.19

Horses with current validation certificate will no longer be grandfathered in for a complimentary registration If passed, this will go into effect March 1, 2020 1.20

Quarantine sale $200 (DNA, Microchip, 720+) $10 off on Transfers through Sept 30, 2020 4.20

# Shows

The $1 show fee per class shall go towards the Life Time Horse Achievement awards. To become effective for show year 2016. 4.16 Include other awards in this fund ( with approval of budget) 4.19

To hold three (3) schooling classes Trocha, Trocha y Galope and Trote y Galope &add to the current policy for diagonal modalities; to have the option to divide into Open Schooling (3 & 4 Yr Olds) and Open Adult (5 Yr & Older) at the regional shows.8.16

For 2017 All Paso shows will be submitted on Paso Key and All Breed and Local shows will be accepted in other programs and converted to Paso Key by PFHA staff 1.17

That the Final Draft of the Paso Fino Horse Show Entry Form attached to this report be approved and put into circulation for immediate use. 1.17

To ratify the clarification that in Equitation a rider may ride a different horse in the Championship. 7.17

Approval of show dates will not be given to any which conflict with Annual Membership Convention 1.18

To ratify the following clarifications:

1) In Adult Horsemanship do the points go to the horse or rider or horse/rider combination? The rules state that the class is judged 50% on the rider, 10% on the combo and 40% on the horse. It is the opinion of the majority of the committee that this is a class that is based on the partnership of horse and rider. It has been announced and awarded to the horse /rider combination in the past. This is the first year where there has been more than one rider on a horse so it has not been an issue before.

2) Trail class the course is to include a minimum of six obstacles and a maximum of eight obstacles. Dimensions for trail obstacles are found in USEF Western Division, Dimensions of Trail Obstacles WS. 126. There are some shows that are using the entire section of USEF to exclude obstacles that PFHA allows, such as the dismount. It is the opinion of the Committee that this pertains ONLY to WS 126 1-9. Dimensions of the obstacles and does not include WS 126.10 Unacceptable obstacles 11.18

Authorize an RFP to implement "On-Line Show Entry" for PasoKey 7.19

There will be no more than 2 PFHA Sanctioned Shows per weekend unless they are more than 500 miles apart 7.19 renewed

Show applications must be submitted to the PFHA office 60 days prior to the date of the show or the fees will be doubled. 7.19 – renewed

Credit for cancelled/Postponed show 4.20

Accept the attached description of the International Equitation class.  To be implemented immediately at all shows hosting said class. To be included in the 2021 Show year rule book as intended and established in the approved RCP 3-5 to replace Gold and Silver Medal Equitation 4.20

PFHA follow USEF guidelines to postponed horse shows 4.20

To remove points to qualify for the 2020 GNS 4.20

Remove High Point Award at the 2020 GNS 4.20

# Tack & Dress

To make Zamarros (chaps) optional in the modality classes 8.16