

# Board Policies by Topic Area

## [Awards](#)

To present High Point Awards by Division and Sex for Amateur and Open Approved **4.2021**

High Point of the Year Award Categories:

Bellas Formas:

Fillies/Mares

Colts/Stallions Geldings

Pleasure:

Fillies/Mares Open and Amateur

Colts/Stallions Open and Amateur

Geldings Open and Amateur

Amateur Owned & Trained

Performance:

Fillies/Mares Open and Amateur

Colts/Stallions Open and Amateur

Geldings Open and Amateur

Amateur Owned & Trained

Fino:

Fillies/Mares Open and Amateur

Colts/Stallions Open and Amateur

Geldings Open and Amateur

Amateur Owned & Trained

Country Pleasure:

Fillies/Mares

Geldings & Stallions

Diagonal:

Trocha:

Fillies/Mares

Colts/Stallions

Geldings

Trocha y Galope

Fillies/Mares

Colts/Stallions

Geldings

Trote y Galope

Fillies/Mares

Colts/Stallions  
Geldings  
Youth by age and division  
Specialty by class  
Adult Horsemanship  
Adult Equitation

## Amateur

To start an Amateur Spotlight feature on the new website where we showcase our amateur members. Approved **1.2022**

## Communication

Advertisement of other modalities in the Paso Fino Horse Association's magazine and the National Show program is authorized Renewed **2.2023**

All correspondence in any language other than English disseminated to the Executive Committee, Board of Directors, or any committees shall be translated into English by a professional translator, and this policy shall remain in effect until amended or rescinded. Approved **4.2021**

## Finances

The Parliamentarian will be paid for his/her expenses to the BOD meetings based on the same guidelines used for the Executive Committee Renewed **2.2023**

Finance Committee approval is required for all non-budgeted items over \$250. Renewed **2.2023**

Any expenditures or expenses \$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 Renewed **2.2023**

### 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**

Add a 3% convenience fee for all credit card transactions **4.2021**

An outstanding balance/invoice over 180 days (6 months) owed to PFHA will result in the suspension of membership benefits and registration services and benefits until debts are paid in full. **4.2022**

Cash deposits made must have a cash receipt that includes the date, what the cash was collected for and from whom it was collected. Deposit slip must be included with the cash receipt and sent to the PFHA office. Cash must be counted by two individuals that each must initial amount received to be deposited. One individual can make the deposit while the other initials the deposit slip before turning it into the office. **6.2023**

The Executive Director, the President and Treasurer must have the passwords for ALL PFHA financial accounts. No changes to the passwords can be made without approval of the President, Treasurer and Executive Director. **6.2023**

To use funds that were designated to go into a High Yield Savings Account (\$200,000) to invest in our regions and members by reimbursing them for their own regional business Zoom accounts which cost about \$150 annually. I propose that we allocate funds for these Zoom accounts for 2 years and then evaluate the success of the virtual gatherings. This will allow regions to hold more frequent meetings, clinics, talks, educational seminars, etc. This would be beneficial to regions that span across more than one state. Hosting Virtual meetings will allow greater participation in these various activities from their members and hopefully will help them grow their membership as well. **11.2023 (expires 11.2025)**

Any PFHA sponsored event entailing the collection of funds and the payment for fees or services, must have those funds and expenses sent to the PFHA office for proper accounting and payment. No such funds are to go into any individual personal account and all expenses, must have proper invoices or bills submitted prior to payment. Should a release for participants be required, the PFHA will provide the specific release to be used for the stipulated event. **1.2024**

Each region who applies will receive \$2500 for promotional events such as shows, horse fairs, clinics, trail horse test event, etc. for the calendar year of 2024. **1.2024 expires 1.2025**

## [Fabulous Futurity](#)

To change the Fabulous Futurity class split to 50/30/20 for the top 3 placements. Approved **10.2021**

To change the Fabulous Futurity policy by deleting the words "include a Fabulous Futurity declaration fee (as stated in the prize list for that year)". Replace that wording with "and pay the class entry fee as stated in the prize list for that year". Approved **10.2021**

To continue the Futurity and Breeder's Sweepstakes/Stallion Service Auction with all current rules, policies, fees, etc., until such time as the BOD votes to discontinue such programs. Approved **4.2022**

## Governance

To direct the Chair of the Computer Committee and the President of the PFHA to seek direction from the association attorney as to appropriate and effective legal action to obtain and protect our data, including the maintenance and weekly updating of that data and to advise the Board of Directors on their findings within ten days. **6.2023**

To adopt new proposed language for the PFHA/USEF Affiliate Agreement (Our USEF Agreement is in place November 30, 2024) **11.2023 expires 11.2024**

To impose a limited and temporary suspension on Sharon Londono and Jose Colon applicable to their respective roles as Directors, Officers, Committee members and Licensed Officials. (Judges and Stewards), as may be applicable. This is a provisional suspension, subject to the resolution of certain lawsuits, and limited in that during this time neither Colon nor Londono will be authorized or permitted to represent the PFHA in any capacity noted above (at PFHA or PFHA-affiliated shows) or serve as members of the PFHA board and/or on committees (and, as such, will be recused indefinitely from any PFHA Board or Committee activity or Licensed Official position from June 20, 2024 until the resolution of the lawsuits). Each shall remain a general member in good standing pending the outcome of the lawsuits and as such, this action of the Board will not affect Sharon Londono's or Jose Colon's ability to own, register, show or train horses, or host any events/shows that were scheduled prior to the suspension date. **6.2024**

## Grand National Show

Discussion on a task force of individuals to research for future GNS venues. **6.2024**

WEC will be the venue for the 2025 GNS. **6.2024**

The PFHA Grand National Show will be a 5(five) day competition. Approved **2.2023**

To approve the hybrid divisional system along with the divisional system concept as presented by Robin Ratliff at the January 2024 BOD meeting for the 2024 GNS. **4.2024**

Pre-determined work-off for GNS **4.21**

## International

Approved the Proposed Funding Allocation presented in the International Committee Report. Funds shall be reported in PFHA's Statement of Financial Position as restricted funds, outside of PFHA's operating account, for the exclusive restricted use and distribution. **Approved 1.2022**

## Licensed Officials

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**

To adopt a policy of allowing judges the option to use a chair during classes with 5 or more entries performing individual patterns **4.2021**

To adopt a disciplinary policy as follows: Any PFHA Licensed Official who posts comments on Social Media/Public Forums determined by the Judges and Stewards Committee to be improper or disparaging about other PFHA Licensed Officials or licensed competitions are subject to the following penalties: \* 1st Offense: Written Warning \* 2nd Offense: \$500 fine \* 3rd Offense: Referral to PFHA Hearing Committee for Suspension. **10.2021**

To approve the reinstatement fee for Judges at \$300 and the reinstatement fee for Stewards at \$250. **4.2023**

To approve the August 2023 revision of the Code of Ethics and Conflict of Interest Policy for Licensed Officials. **8.2023**

## Member Services

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**

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**

## 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. **Renewed 7.21**

To include the Equine Distance Riding Association (EDRA) as an approved sanctioned association in the Endurance Trail Program **Renewed 4.2022**

To include the Better Barrel Races, LLC (BBR) as an approved sanctioned association in the Sport Horse Program's Speed Events category **Renewed 4.2022**

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

To delete last sentence from page 8, paragraph 4 of the Recreational Rider Handbook, which reads:; "A rider or driver may only receive the high point award once, even if he/she is highest in more than one year." **10.2021**

To restructure the Pasos For Pleasure awards to include certificate for the PFHA Market Place, Kuda Saddlery, hour patches and select PFHA merchandise at select intervals as outlined in Attachment 1. Rationale: Provide a structured awards program which allows members to know the award to receive at each hourly level, while promoting PFHA with products available on Market Place and Kuda. **1.2022**

## Registration

### 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. **Renewed 2.2023**

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 **1.2020**

To rescind the approved updated Diagonal Handbook and Addendum voted on from the January 2023 BOD meeting. **4.2023**

## Shows

That children under the age of 4, as is determined by the show year, shall not be permitted to ride off a lead line anywhere on the show grounds. **8.2024**

Each Region will be allowed approval of 2 AP shows for a show year prior to the first Board of Directors meeting of that show year. Any additional AP show approvals will come after the first Board of Directors meeting of that show year. **2.2024**

The term “double pointed” shall not be used to describe any PFHA sanctioned show. **4.2023**

When there is a sanctioned PFHA event not hosted by a PFHA region, the region shall be contacted prior to approval in order to avoid conflict. If conflicts exist, the region shall have priority. The rationale for this is to make sure PFHA regions are supported in their PFHA sanctioned shows/events. **11.2023**

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) **Amended 4.19**

Credit for cancelled/Postponed show **4.20**

Accept the following show application approval guidelines as board policy as an addition to the existing show approval process. Due to the decline in membership and show attendance in the past several years, the fact that regions are bidding for the same exhibitors, vendors, spectators and sponsors, it seems necessary to put in place guidelines to assist the Executive Director with a consistent and fair process of approving shows to minimize conflicts and assure the highest possible exhibitor participation at all PFHA sanctioned shows. Proposed Show Application Approval Guidelines 1. Consideration to longstanding (traditional) shows and dates 2. Conflicts with other competitions 3.

Consideration to smaller regions - taking into consideration that smaller regions may need the revenue to remain solvent 4. Number of shows that each region wishes to host for

present show year taking into consideration size of show, number of horses and number of entries 5. Number of shows that each region hosted previous show year taking into consideration size of show, number of horses and number of entries to provide a precedent 6. Consideration to region location and the distance members of that region would have to travel for competition if region does not host a show. **8.2020**

Welcoming Environment: To approve the amended language as follows. **4.2021**

#### PRIZE LIST LANGUAGE

##### Needs and Accommodations

PFHA strives to provide a welcoming and accommodating environment. It is important to PFHA that everyone involved in our shows and events has the best experience possible. If you have any potential needs or accommodations with which PFHA may be able to assist, please contact the show chair at as soon as possible. For questions related to facility accessibility, please contact the show chair at and/or the show facility at. PFHA is willing to provide reasonable accommodations and assist with the full and equal enjoyment of the event. We thank you for your cooperation.

##### ADD TO STALL FORMS:

Please check if you have any particular needs or accommodations with which PFHA may be able to assist, and please follow up with the show chair directly at. PFHA is willing to provide reasonable accommodations and assist with the full and equal enjoyment of the event.

## 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

## Youth

To encourage more participation by asking all regions to consider a reduced entry package for all youth classes (suggested \$20). **4.2021**

Youth of the year be awarded in the 7-9 age group, the 10-12 age group, the 13-15 age group,



and the 16-17 age group separately as to encourage more participation with the youth and to recognize a youth in all age ranges. **4.2024**

To approve the criteria for the sub-junior and the junior of the year awards.

The criteria is as follows: To be considered, youth member must meet the following: 1. attend one clinic within PFHA or outside equine establishment (promoting Paso Fino Horses) 2. attend at least one regional show and show in one to two classes. 3. record riding hours, logging at least 20 hours in a single show season October-August 4. record volunteer hours with affiliated region (ribbon presenter, gate keeper, setup/take down, show promotion, etc) \* see attached proposed youth log forms **4.2021**

To amend the number of hours listed in the criteria of Motion 19 to “at least 20 hours”.  
**4.2021**