

By-Laws of the Weber County 4-H Horse Program

Adopted January 2011

Article 1: NAME, LOCATION, OBJECTIVE

Section 1: NAME – The name of this organization shall be:
Weber County 4-H Horse Council

Section 2: LOCATION – The principal place of business of the Weber County 4-H Horse Council shall be:

**Utah State University Extension Building, Weber County
1181 North Fairgrounds Drive
Ogden, UT 84404**

A. Weber County 4-H Horse program shall cover the area of Weber County in the state of Utah.

Section 3: OBJECTIVES –

- A. To represent and serve people who are interested in the advancement of an educational program for youth in the 4-H Horse and Pony project. To advise, guide, and help provide such educational 4-H Horse and Pony projects within Weber County of the state of Utah.
- B. To encourage project members to practice leadership, decision making, life skills, communication, and record-keeping skills, through cooperative interest in horses, leadership, sportsmanship, horsemanship, and fun.
- C. To promote and stimulate interest in the Weber County 4-H Horse and Pony project by encouraging participation in the 4-H program by sponsoring and/or encouraging 4-H horse shows, pleasure riding, participation in horse-related educational contests, and by educating the public about the qualities of the 4-H Horse and Pony project.
- D. To provide services to all persons regardless of race, color, religion, sex, national origin, age, disability, or sexual orientation.

Article 2: MEMBERSHIP, VOTING

Section 1: MEMBERSHIP -

- A. **Adult Leader** – Any adult who is a registered 4-H leader in the Weber County 4-H Horse and Pony project and is in good standing. Application must remain on file at the Utah State University Extension Building, Weber County, 1181 N. Fairgrounds Drive, Ogden, Utah.
 1. Leaders must be officially registered with Weber County 4-H, which requires completing an application, interview, background screening, and attendance at New Leader Orientation.
 2. A recommended ratio is one adult for every ten youth.
 3. Volunteer leaders can be put on probation as determined by the Weber County 4-H Horse Council.
 4. A leader may not be a leader of a 4-H horse club in another county simultaneously.
- B. **Adult** – Any adult who has a youth registered in the Weber County 4-H Horse and Pony project and is in good standing.
- C. **Youth** – Any youth that lives in Weber County and is registered in the Weber County 4-H Horse and Pony project and is in good standing.

- D. **Out of County 4-H Youth** – Youth are required to participate in the county in which they reside. In rare circumstances, exceptions are granted. To request an exemption a member must:
1. Write a letter to both USU Extension Agents (home county and county where child wishes to enroll). If both Extension Agents agree with the request, the request will be forwarded to the state review committee to make a final ruling. The member will be notified of the decision.
 2. Exemptions must be requested EVERY YEAR, following the procedures outlined.
 3. If a 4-H member of the Weber County 4-H Horse and Pony project is granted an exemption to participate in another county, he or she may NOT return to Weber County 4-H Program for the rest of the year.

Section 2: MEMBERSHIP RESPONSIBILITIES –

- A. All members must abide by the rules and regulations and assist in promoting the Weber County 4-H Horse Council's objectives regarding the Weber County 4-H Horse and Pony project.
- B. All dues or monies must be up-to-date.
- C. Dues will be \$15.00 (\$5 to 4-H / \$10 to 4-H Horse Council) per registered 4-H youth in the Weber County 4-H Horse and Pony project (enrollment, insurance, and newsletter).
- D. Youth may only enroll in one 4-H horse club in the same discipline (western, English, two-handed, and working ranch horse).
- E. All project members and their parent/guardian must read By-laws and Utah State 4-H horse project rules.
- F. PORTFOLIO:
 - a. To be eligible to represent Weber County in a regional or state show (English, Western, 2-Handed, or Working Ranch Horse), members must submit a complete and updated portfolio by the deadline announced (typically the Night Show).
 - b. To be eligible to receive a horse council award, members must submit a complete and updated portfolio in county competition by the announced deadline (typically October 1).
- G. **HELMETS: During 4-H horse shows, each exhibitor is required to wear a properly fitted, ASTM/SEI approved, horse-riding helmet (with harness fastened properly under chin) prior to entering the show arena or practice arena (mounted). Riders without helmets will not be allowed to enter the event arena and will be disqualified from their class. Helmets are strongly encouraged at all times (practices, club activities, trail rides, etc.).**

Section 3: MEMBERSHIP INFORMATION (mailings) –

- A. Mailings will only be sent to active, voting members of the Weber County 4-H Horse Council.
- B. Email will be on request.

Section 4: WEBER COUNTY 4-H HORSE AND PONY PROJECT CLUB –

- A. Weber County 4-H Horse and Pony project club shall be defined as:
 1. Having at least five registered 4-H Horse and Pony project youth.
 2. Clubs can exist with less than five members but they will not have a vote at 4-H Horse Council. Exceptions may be made at the Horse Councils' discretion.
 3. MUST BE ACTIVE IN 4-H as determined by the 4-H leader.
 4. You may register as a family 4-H club.

Section 5: VOTING, QUORUM –

- A. Each registered Weber County 4-H Horse and Pony project club is entitled to **ONE (1)** vote.

1. Said leader of the Weber County 4-H Horse and Pony project club will cast the vote for the club.
 2. If a club leader is unable to attend the meeting, he or she may have an adult vote in his or her absence.
 - i. NOTIFICATION from the 4-H club leader to the 4-H office is necessary prior to the meeting, disclosing who will be representing and voting for the leader's club.
- B. Simple majority of eligible voting clubs shall constitute a quorum.

Article 3: OFFICERS

Section 1: OFFICERS –

- A. The officers for Horse Council shall be: Presiding Officer, Secretary, Treasurer, and County Representative.

Section 2: ELECTIONS –

- A. Elections/Appointments will occur at the November Horse Council meeting.
- B. Any Weber County horse club leader in good standing may be appointed / elected for an officer position.
- C. Should an officer be unable to fulfill the duties of his or her office, the presiding officer will appoint a replacement (if an appointed position) or elections will be held to select a replacement (if an elected position) at the next scheduled horse council meeting.

Section 3: DUTIES AND RESPONSIBILITIES –

A. Presiding Officer:

1. The Weber County 4-H Extension Agent will prepare the agenda and preside over the horse council meetings.
2. Agent may appoint a member of the Weber County 4-H Horse Council to act in their absence.

B. Secretary:

1. This is an appointed position for a one-year term.
2. The secretary for the Weber County 4-H Council records minutes and provides a sign-in sheet.
3. The presiding officer may appoint a member of the Weber County 4-H Horse Council to take minutes in the secretary's absence.
4. Mailing of minutes – after approval of the minutes by the 4-H Extension Agent, the minutes will then be given to the Weber County 4-H administrative assistant to mail (e-mail) to members. Minutes must be sent out in a timely manner.

C. Treasurer:

1. This is an appointed position for a three-year term.
2. The treasurer will serve as the chair of the Finance Committee.
3. The treasurer maintains the financial records (including bills, receipts, statements, and check authorizations), reconciles checking account, and pays expenses for the Horse Council.
4. Check authorization requires two council member signatures authorizing the check. Check authorization records are included in the audited records.
5. The treasurer will provide a written statement detailing all expenses and income since the prior meeting.
6. The treasurer submits all financial records to the USU Extension Office at the end of the calendar year to be audited.

- D. County Representative:
 - 1. This is an elected three-year term.
 - 2. The duties of the county representative are:
 - i. Attend all State 4-H Horse Council meetings.
 - ii. Take accurate minutes at the State 4-H Horse Council meetings and share information the following month.
 - iii. To vote the voice of the Weber County 4-H Horse Council.
 - iv. This position carries no other authority unless assigned by the Weber County 4-H Horse Council.

Article 4: WEBER COUNTY 4-H HORSE COUNCIL MEETINGS

- A. General meetings will be held the first Thursday of the month January through November. There will be no meeting in December unless the Weber County 4-H Horse Council determines the need with a majority vote.
- B. Although informal in style, the meeting will follow **Robert's Rules of Order**.
- C. The purpose of the Weber County 4-H Horse Council meetings shall be primarily to conduct business for the Weber County 4-H Horse and Pony project.
- D. A quorum shall consist of a simple majority of eligible voting clubs present at the meeting. In a situation where there is an emergency, the 4-H Extension Agent may declare a quorum with unanimous support of those present.
- E. Clubs with less than five registered 4-H Horse and Pony project youth carry no official vote in Horse Council.
- F. Agenda for the Weber County 4-H Horse Council shall be:
 - 1. Call to order by Weber County 4-H agent (or assigned person by 4-H agent to do so).
 - 2. Introduction of guests
 - 3. Review prior month's minutes
 - 4. Committee reports
 - 5. Old Business
 - 6. New Business
 - 7. Adjourn
- G. To add items to the agenda, notify the 4-H Extension Agent in advance of the meeting.
- H. All Weber County 4-H Horse Council meetings are open to all members of the 4-H program. They are welcome to address the council, make suggestions, file complaint, or simply listen.

Article 5: STANDING COMMITTEES

Section 1: FINANCE COMMITTEE –

- A. The finance committee members will be appointed at the November meeting and serve for a one-year term.
- B. The finance committee will include the treasurer, Weber County 4-H Extension Agent, and three council members.
- C. This committee is responsible for oversight of the Council's funds and coordinating fundraising efforts.
- D. The following are the standard fees associated with the Weber County 4-H Horse Program.
 - 1. Judges payment
 - i. In the event a show is cancelled and an out of town judge has already traveled to Weber County, the judge's payment will be paid.
 - 2. Arena fees
 - 3. Horse program awards
 - 4. Miscellaneous

- E. Funds will be held in a designated account and managed by the Weber County 4-H Horse Council Finance Committee.
- F. Funds will consist of dues, private donations, and fund raisers.
- G. Funds will be used for the 4-H Horse and Pony program.

Section 2: JUDGES COMMITTEE –

- A. The judges committee will be appointed at the November meeting and serve for a one-year term.
- B. The judges committee will consist of the committee chair and two Weber County 4-H Horse Council members. The committees responsibilities will include:
 - 1. Compile a list of judges for the Weber County 4-H Horse Council for approval.
 - 2. Compose a letter to judges to present to the Weber County 4-H Horse Council to approve.
 - 3. Contact Weber County 4-H Horse Council approved judges.
 - 4. Give judges names, addresses, show dates, location, approved letter and payment amount to Weber County 4-H administrative assistant to be sent out.

Section 3: AWARDS COMMITTEE –

- A. The awards committee will be appointed at the November meeting and serve for a one-year term.
- B. The awards committee will consist of three members of the Weber County 4-H Horse Council. Award ideas will be brought to the Weber County 4-H Horse Council for approval and vote. Cost will be predetermined by the Weber County 4-H Horse Council budget.
- C. The following awards will be provided:
 - 1. Awards for the State Individual Horse Show qualifiers – five in each age group and those who qualified due to other circumstances.
 - 2. Awards for the Region team – eight participants in each age group.
 - 3. Awards for the top scoring Weber member in the State English Show in the Cricket, Grasshopper, Pre-Novice, Beginning Novice, and Novice divisions.
 - 4. Awards for the intermediate and senior members who earn the highest cumulative score in Weber County 4-H two handed shows.
 - 5. Awards for the junior, intermediate and senior members who earn the highest cumulative score in Weber County 4-H working ranch horse gatherings.
 - 6. Awards for Weber County 4-H Horse Achievement Scorecard (see scorecard).
 - 7. Awards for the cumulative test scores in junior, intermediate, and senior division. Calculated as the high three test scores from any official county 4-H horse show.
 - 8. Rank advancement awards.

Section 4: FIESTA SPONSOR COMMITTEE–

- A. The Fiesta committee will be appointed at the November meeting and serve for a one-year term.
- B. The committee will consist of the committee chair (Fiesta Show Supervisor) and three Weber County 4-H Horse Council members.
- C. The committee's responsibilities will include identifying, securing, and recognizing sponsors for the Fiesta 4-H Horse Show.

Section 5: EDUCATION COMMITTEE –

- D. The education committee will consist of Weber County 4-H Horse Council members. The committees responsibilities will include:
 - 1. Schedule seminars, clinics, etc. for all Weber County 4-H Horse and Pony project members and/or public.

Section 6: SHOW COMMITTEE –

- A. The show committee is selected at a Horse Council meeting prior to the show season.
- B. The show committee will consist of the 4-H Extension Agent and three people from the Weber County 4-H Horse Council – the leader who is HOSTING the show and two other Weber County 4-H Horse Council members.
- C. If the three previously chosen members are not available, they may have any other voting Weber County 4-H Horse Council member fill in. The 4-H Extension Agent should be notified of any substitutions to the show committee.
- D. The committees responsibilities will include:
 - 1. Accept grievances and rule on any properly filed grievance.
 - 2. Ensure that the show operates safely and efficiently. This may include making adjustments to the show order, arena assignments, judge's rotation, raking, watering, etc. The committee will operate in a manner ensuring safety and fairness foremost of their concerns.
 - 3. Make decisions regarding cancelling a show due to inclement weather or arena conditions. Under normal conditions, the decision to cancel a show will not be made until the morning of the show.
 - i. If the weather is questionable, call (801) 399-8209 to check the status of the show. If a show is cancelled, a voice recording will be posted by 6:30 a.m.

Section 7: GRIEVANCE COMMITTEE –

- A. A grievance committee of three people will be assigned to each show. They will consist of the current show committee. When presented a grievance they will:
 - 1. Receive grievance letter with \$25 cash in a timely manner (within 15 minutes on disputed issue).
 - 2. Read grievance and listen to both sides.
 - 3. Committee member may not vote in any grievance that he/she initiated or that involves a member of their club.
 - 4. A committee member may ask to be removed from a decision if they feel a conflict of interest may be involved.
 - 5. No judged event placing will be altered except by judge.
 - 6. No cameras, video, camcorders will be accepted to substantiate a grievance.
 - 7. State 4-H Horse Show Rule Book and the Weber County Horse Council By-Laws will be used. Preference will be given to county by-laws.

Section 8: REGISTER / POINT COMMITTEE –

- A. The register/point committee will consist of the Weber County 4-H Agent, one active Weber County 4-H Horse Council member without any personal kids in 4-H Horse and Pony project, and two other Weber County 4-H Horse Council members. The committees responsibilities will include:
 - 1. To accurately register each Weber County 4-H Horse and Pony project member at each Weber County 4-H qualifying horse show.
 - 2. Collect all entry fees from each Weber County 4-H Horse Pony project member at each Weber County 4-H qualifying horse show.
 - 3. Correct tests.
 - 4. Check all judges score sheets with the arena steward's paper.
 - 5. In case of discrepancy verify with judge final ribbon awarded.
 - 6. Record all points from test and events.
 - 7. Post all judges' score and timed events sheets.
 - 8. Record all points in the computer and on the Individual Horse Show qualifying chart.
 - 9. At the end of each qualifying show, post cumulative scores at the show grounds.
 - 10. Make sure that all corrections are done in a proper and timely manner.

- a. It shall be the responsibility of the Weber County 4-H Horse and Pony project member to check their points.
- b. If there is an error found, the project member will fill out a paper stating what is in error and take it to the register desk, sign, and date it. The register will evaluate the error and determine what action if any is necessary. The register will then note on the paper what action was taken. All corrections need to be done immediately and initialed by the register.
- c. At the conclusion of the qualifying horse show there will be a thirty minute time for any other point corrections. After that **ALL POINTS WILL STAND AS RECORDED. NO CHANGES AFTER THE SHOW HAS CONCLUDED.**
- d. Tests –
 1. Any horse project member (regardless of discipline) is eligible to take the tests at county horse shows (during the official test period) even if he or she is not competing at the show. Proper show attire required (see Dress Code).
 2. Project members may go over their scored tests between the judged and speed events. **NO** test may leave the designated area.
 3. **NO TEST WILL BE GIVEN AFTER THE TESTS HAVE BEEN COMPLETED.**

Article 6: WEBER COUNTY 4-H QUALIFYING HORSE SHOW

- A. Weber County 4-H qualifying horse shows will be determined by the Weber County 4-H Horse Council.
- B. There will be a responsible adult, parent, or guardian accompanying every registered 4-H Horse and Pony project member, or a release form.
- C. Weber County 4-H Qualifying Horse Show registration will start at 7:15 a.m. and end at 7:45 a.m.
- D. Weber County 4-H Qualifying Horse shows will start at 7:45 a.m. with the 4-H Pledge and the introduction of the judges. Males will remove hats during the pledge. Questions will also be answered at this time.
- E. Tests will start at 8:00 a.m. Youth must be dressed in proper English or western show attire, including patch, at time of test.
- F. There will be five Weber County 4-H Qualifying Horse Shows and the Fiesta Show at the County Fair.
- G. Each registered project member will receive two identical numbers at their first show of the year and will use these numbers throughout the show season. One number will be worn on the back during showmanship, after that one number will go on the left side of the saddle pad and one number will go on the right side of the saddle pad.
- H. A Weber County 4-H Horse and Pony club may sponsor a qualifying horse show. The club's responsibilities would include:
 1. Having arena ready for 4-H project members
 2. Having concessions available
 3. Explaining any rules pertaining to that particular arena
 4. Having a leader appointed to serve on the Qualifying 4-H Horse Show Committee for that particular show
 5. Cleaning up
 6. Grooming arena
- I. Must compete and complete all events in order for points to count. (See Appendix A)
- J. All rules will be followed by 4-H members, all adults, parents/guardians, and leaders.
 1. No horseplay
 2. No riding double

3. No one but the 4-H'er can ride horse after arriving at show
 4. Horse must have hackamore or bridle on if being ridden
 5. No abuse of animals
 6. No physical or verbal abuse to anyone or anything
 7. No profane language in arena or show grounds
 8. No water fights
 9. No running horses outside of arena
 10. No alcohol consumption
- K. One verbal warning will be given. The next violation will result in the 4-H member being disqualified and must leave show.
- L. Approaching of Judges –
1. 4-H project members may respectfully approach a judge to ask questions.
- M. Dress Code for Weber County 4-H Qualifying Horse Shows – will promote safe and modest clothing.
1. Tests:
 - a. Western– Dressed in western show attire (see #3 below)
 - b. English – Dressed in English show attire (see Utah 4-H Rule Book)
 - c. Ranch Horse – Dressed in Ranch Horse competition attire (see Ranch Horse rules).
 2. **Helmets: During 4-H horse shows, each exhibitor is required to wear a properly fitted, ASTM/SEI approved, horse-riding helmet (with harness fastened properly under chin) prior to entering the show or practice arena (mounted).**
 - a. **Riders without helmets will not be allowed to enter the event arena and will be disqualified from their class.**
 - b. **Helmets are strongly encouraged at all times (practices, club activities and events, trail rides, etc.).**
 3. Judged Event (western and two-handed)
 - a. Western hats are allowed only in the showmanship class (a non-mounted class); helmets MAY be worn and are encouraged.
 1. Felt
 2. Straw
 - b. Helmet (required for all events, excluding showmanship)
 1. Must wear an ASTM/SEI horse-riding helmet
 2. Must be properly fitted with harness attached and properly under chin
 - c. Shirt – must button or snap down the front with collar and long sleeves and must be tucked in.
 1. No transparent material
 2. No cut outs
 3. No spandex
 4. Sequins as trim or appliqué but not all of shirt
 5. No vests or show jackets
 - d. Pants – long, dark blue, or black denim
 1. No colored jeans
 2. Any other pre-approved, *i.e.* culottes
 3. No chaps
 - e. Footwear – must be western cowboy boots with heel
 1. No riding shoes
 - f. Belt – western
 - g. 4-H patch upper left shoulder
 4. Speed Events – same as #3 except:
 - a. Club t-shirt or short or long sleeve western shirt.
 1. Club t-shirt preferred, but any other official 4-H t-shirt is allowable.

2. If club t-shirt, 4-H t-shirt, or western shirt is not worn, it is a drop in ribbon.
 - b. Belt is optional.
 - c. 4-H patch on upper left shoulder. If no patch is properly displayed, it is a drop in ribbon.
5. English – follow state guidelines (see Utah 4-H Horse Rule Book).
6. Ranch Horse – Follows Ranch Horse rules. Helmets are encouraged, but not required in the Ranch Horse project.

Article 7: SUBSTITUTING A WEBER COUNTY 4-H HORSE AND PONY PROJECT HORSE

- A. The 4-H Horse Program is designed to emphasize youth development. The horse should be a vehicle that reflects in its actions the knowledge and skills learned by its rider (*Utah State Horsemanship Contest Rules 2005, Pg. 2, General 2nd paragraph.*)
- B. At all 4-H contests, each 4-H member must provide the horse he/she uses. The horse may be leased or borrowed, providing the member has access to the horse at all times during the project year and has major responsibility for its care and maintenance. This does not necessarily include financial support. This rule applies to all four horse disciplines. (*Utah State Horsemanship Contest Rules, Pg. 3, General Rules, #2.*)
- C. At all State 4-H contests, the limit is one horse per person and one person per horse. Situations requiring a substitution of the project horse should be cleared through the County 4-H Horse Council with input from the county agent. (*Utah State Horsemanship Contest Rules, Pg. 3, General Rules #4 [Sept. 2005].*)
- D. The 4-H members' project is centered around one primary project horse, but additional horses may be used for breeding, the 2-handed training classes, English competition, Working Ranch horse, colt training, trail riding, etc. (Utah State Horsemanship Contest Rules, Pg. 3, #5.)

Section 1: WEBER COUNTY 4-H QUALIFYING HORSE SHOWS –

- A. Go by the Utah State Horsemanship Contest rules (see above).
- B. **Unsafe horse** – if a horse is deemed unsafe by leader and/or show committee the Weber County 4-H Horse and Pony project member may substitute a horse. The new horse will have to be shown at three of the Weber County 4-H qualifying horse shows in order to qualify for Region/State shows. Cannot go back to unsafe horse unless proven to be safe. A letter must be submitted requesting the substitute.
- C. A red ribbon in a horse's tail indicates that the horse may kick. A red ribbon in a horse's mane indicates that the horse may bite. A horse that has the appropriate red ribbons(s) attached, that bites or kicks at an approaching horse, will not be penalized for such actions. Always keep a horses length spacing when approaching an identified horse.
- D. **Injured or ill horse** – The Weber County 4-H Horse and Pony project member may substitute a horse at the county level, but points are not transferable to other horse. A letter must be submitted requesting the substitute. If first project horse has qualified for the Region/State show, and that horse is proven sound by a veterinarian they may use that horse for the show. This will be the horse they will deem as their primary project horse. The horse/rider that qualifies for Region/State is the horse/rider that goes.
- E. **Training of horse** – Private individual lessons are encouraged where the 4-Her and horse learn and grow together. Project horses should not be left exclusively at the trainers where the 4-H youth is not involved with the training. 4-Hers are encouraged to participate in not only 4-H shows, but open and breed shows if they choose.

Section 2: REGION SHOW –

- A. Parent/Leader must immediately inform the Weber County 4-H agent if a horse is ill or injured.

- B. There will be NO SUBSTITUTIONS.
- C. The alternate for the Region team will be notified.
- D. If a horse is ill or injured the morning of the Region Show and there is no time to call the alternate then Weber County 4-H Horse and Pony project Region Team for that age group will participate short.
- E. The alternate, if they show at the Region 4-H Horse Show, will also qualify for the county Region Show Award.
- F. A member who violates the Code of Conduct at a regional event will forfeit the county's regional award.

Section 3: STATE INDIVIDUAL 4-H HORSE SHOW –

- A. Parent/Leader must notify the Weber County 4-H agent immediately of an ill or injured horse. A letter must be submitted stating the illness or injury with a veterinarian stating diagnosis and prognosis.
- B. NO SUBSTITUTION OF HORSE
- C. Alternate for the State Individual 4-H Horse show will be notified.
- D. If necessary an independent veterinarian will be selected and remunerated by the Weber County 4-H Horse Council to examine the horse that is injured or ill. The Weber County 4-H Horse Council will take under advisement the recommendation of said veterinarian.
- E. Will still qualify for the county's State Gift if nonparticipation is result of horses' or members' injury.
- F. The alternate, if they show at the State Individual 4-H Horse Show, will also qualify for the county's State Individual Horse Show Gift.
- G. All horses going to State 4-H Individual 4-H Horse Show will be sound and will participate in all events.
- H. A member who violates the Code of Conduct at a state event will forfeit the county's state award.

Article 8: WEBER COUNTY QUALIFYING SHOWS, REGION TEAM SHOW, STATE INDIVIDUAL SHOW, AND 4-H HORSE AWARDS NIGHT

- A. Weber County Qualifying Shows – there will be five county qualifying shows, Region team show, and State Individual shows.
- B. Must attend and complete three qualifying shows and turn in an UPDATED AND COMPLETE 4-H horse portfolio by the announced deadline (typically the Night Show) in order to qualify for the Region and State Individual shows.
- C. Region Team Show – will consist of the top eight in each age group that meets the requirements. Horse must be sound to attend.
- D. State Individual Show – will consist of the top five in each age group that meets the requirements. Horse must be sound to attend.
- E. 4-H Portfolios must be submitted by the county deadline (typically October 1) and judged in county competition to be eligible for Horse Council awards.

Article 9: TWO-HANDED HORSE AND TWO-HANDED STATE INDIVIDUAL SHOW

- A. Our county will follow State 4-H Horsemanship Contest Rules with the exception of the dress code, which will follow the Weber County 4-H Horse Show dress code.
- B. Two-handed horse must be registered in the county as a two-handed project horse by July 1st.
 - a. Youth must turn in a complete and updated 4-H portfolio to the Weber County 4-H office by the announced deadline in order to qualify for the State Two-Handed show.
 - b. Any 4-H contestant meeting these criteria and having county agent approval may participate at the State Two-Handed show.

- C. The purpose of these classes is to give 4-Hers an opportunity to exhibit a young horse they have trained. It is intended that the 4-Her be responsible for the primary training effort assisted by individuals with experience starting colts. After training in a snaffle or hackamore, the horse will be able to progress to a bit and perhaps become a primary project animal used in more 4-H contests.
- D. Horses must be five years old or younger, with a limit of three years shown in two-handed.
- E. The horse must have been shown only in a snaffle bit (no shank) or a non-mechanical hackamore and never been shown in a curb bit.

Article 10: HORSELESS CONTESTS

- A. Horseless contests include Horse Public Speaking, Horse Demonstrations (individual/team), Horse Judging, and Horse Bowl. These contests help increase knowledge of horses, life skills, self confidence, and team work.
 - 1. Junior and Intermediate age groups:
 - a. Help prepare youth for contests in the senior age group.
 - b. Provide and prepare them for contests in their age group(s).
 - 2. Senior age groups:
 - a. State Contest Qualifications: must compete in the county contest and be selected through the county contest procedure. State rules will be followed.
 - b. Each youth attending state contest will be responsible for their own registration fees, money for their meals and any other expenses.
 - 1. Each youth attending State Contests will sign and agree to follow all state regulations.
 - c. National Teams:
 - 1. Must pay for own registration by deadline.
 - 2. Must pay for own transportation to and from by deadline.
 - 3. Must be in good standing.
 - 4. Must be able to meet at least once a week.
 - 5. Must participate in fund-raisers if necessary.

Article 11: RANK ADVANCEMENTS

- A. Members can earn ranks by demonstrating the skills or knowledge required to complete each rank. Members may purchase a Utah 4-H Rank Book from the 4-H office, or print their own copy: webercounty4-H.org.
- B. The horse ranks are:
 - a. Horsemanship: Tenderfoot 1, Tenderfoot 2, Wrangler 1, Wrangler 2, Top Hand, Foreman, County Master Horseman, State Master Horseman, Judging.
 - b. Western: Western Show, Western Games, Trail
 - c. English: Hunter Rider, Hunter over Fences, Dressage
 - d. Working Ranch Horse: Unit 1, Unit 2, Unit 3
 - e. Roping: Junior Roping Rank, Senior Roping Rank
 - f. Young Horse: Foal Handler, Colt Trainer, Two-Handed Performance
- C. Only a 4-H horse project leader may certify completion of each skill or knowledge.
- D. Members must complete all the items within a rank to advance to the next rank level.
- E. Youth may earn several ranks within the same year. Likewise, youth may take several years to complete all the skills or knowledge within a specific rank.

Article 12: ENGLISH RIDING PROJECT

- A. Youth may use their western project horse for the English project or they may use another horse. The Utah State 4-H Horsemanship Contest Rules will be followed.
 - 1. State English Show participants:
 - a. Horse must be registered in the county as an English project.
 - b. Youth must turn in a complete and updated 4-H portfolio by the announced deadline (typically the Night Show) to be eligible to compete in State English show.
 - c. Any contestant meeting these criteria and approved by the English project leader and agent may participate in the State English show.

Article 13: RANCH HORSE PROJECT

- A. The Ranch Horse project is to provide youth with an opportunity to learn and demonstrate working ranch horsemanship skills; to promote and encourage youth to learn the care, training, and conditioning of horses in a ranch and feed lot situation; to foster, encourage and preserve ranching traditions and appropriate techniques for the handling of horses and livestock in a ranch and feed lot situation, in a safe, efficient, and low stress manner; allow interested youth to compete in the Ranch Horse disciplines in appropriate working Ranch Horse gatherings, and to demonstrate the skills they have acquired.
 - 1. The Utah 4-H Working Ranch Horse Practical Guide and Rules, Horse Science and Horse and Horsemanship will be used.
 - 2. Helmets are not required to be worn during Ranch Horse Gatherings; helmets are strongly encouraged.
 - 3. Out of County Working Ranch Horse Gatherings:
 - a. Horse must be registered in the county as a WRH project.
 - b. Youth/horse must be signed off by Weber County WRH project leader and 4-H Extension Agent.
 - 4. State Working Ranch Horse Gathering: Currently there is no one event designated as the state WRH finals. In the event such an event is added, these rules will apply:
 - a. Horse must be registered in the county as a WRH project.
 - b. Youth must turn in a complete and updated 4-H portfolio to the Weber County 4-H Office by the announced deadline to be eligible to compete in the State WRH Gathering.
 - c. Any contestant meeting these criteria and approved by the WRH project leader and agent may participate in the State WRH Gathering.

Article 14: DISCIPLINE OF WEBER COUNTY 4-H HORSE AND PONY PROJECT LEADERS AND/OR MEMBER

- A. A written formal complaint must be filed with the Weber County 4-H agent.
- B. A copy of said formal complaint must be mailed to the Weber County 4-H Horse and Pony project leader and/or member.
- C. Weber County 4-H agent will then determine if it is necessary to bring it to the Weber County 4-H Horse Council.
- D. Weber County 4-H agent will call the 4-H project member and parents to address the complaint.
- E. The Weber County 4-H Horse and Pony project leader/member will have an opportunity to address the letter.
- F. The leader/member in question will have the opportunity for a hearing.
 - a. Hearing committee will consist of at least three Weber County 4-H Horse Project leaders in good standing.

- b. Committee will read complaint and leader/member will be given an opportunity to respond, then they will be excused.
 - c. Committee will then make recommendations to the Weber County 4-H agent.
 - d. The agent will then let the leader/member know of the recommendation.
 - e. All information and meetings to be kept **CONFIDENTIAL**.
 - f. ANY LEADER/MEMBER BREAKING THIS CONFIDENTIALITY IS SUBJECT TO DISCIPLINE.
- G. Probation of Weber County 4-H Horse and Pony leader and/or project member:
- 1. Will be recommended by the hearing committee to the Weber County 4-H agent, who will then agree/disagree and will let the leader/member in question know.
 - 2. In the event of the probation of a project leader/member the Weber County 4-H agent will determine the term of probation.

Article 15: STATE RULES

- A. For any issues not addressed by these by-laws, the state rules will be utilized.

Article 16: INDEMNIFICATION / HOLD HARMLESS

- A. The Weber County 4-H Horse Council members, leaders, and Weber County 4-H agent shall be held harmless from and indemnified by Weber County 4-H Horse Council against any and all claims or demands of any party arising out of the performance of their duty conducted for and on behalf of Weber County 4-H Horse Council and Weber County 4-H Horse and Pony project, including, but not limited to, attorney's fees and expenses incurred in the defense of any litigation resulting there from.

Article 17: AMMENDMENTS

- A. The By-laws will be reviewed annually at the November Horse Council meeting. A quorum must be present to modify the By-Laws. Modifications must be approved by simple majority.

Amended and approved on this 6th day of January 2011.



Donna Carter, 4-H Extension Agent/Presiding Officer

APPENDIX A

Scoring Summary for Weber County 4-H Western Horse Shows

*NOTE – Scores are POSTED from each class as soon as they are available.
Please do not request scores at the registration desk before they are posted.*

1. At each show, there are seven classes (test, showmanship, horsemanship, western riding, keyhole, poles, and barrels). Youth must complete all seven classes to receive a score from that show.
2. For each judged and speed event youth will receive one of the following scores:
 - Blue – 15 points
 - Red – 10 points
 - White – 5 points
 - DQ (disqualified) – 1 point
 - Each test will be worth 15 points.
3. In addition, the top 6 scoring youth in each class will be awarded extra points as follows:
 - 1st – 6 points
 - 2nd – 5 points
 - 3rd – 4 points
 - 4th – 3 points
 - 5th – 2 points
 - 6th – 1 point
 - *Note: Novice youth are not placed 1st – 6th.*
4. Tests: Youth may review their tests for any scoring errors between the judged and speed events. If there is a scoring error, the participant needs to notify the registration desk immediately. All scores will be final once the show has concluded.
5. At the conclusion of each show, each participant will receive a certificate with blue, red or white ribbon stickers for each class. Youth need to come to the registration table at the end of the show to pick up his or her certificate.
6. Points at each qualifying show will be totaled.
 - The three highest western shows will be added together to determine each member's final score.
 - The top 8 scores in each division (junior, intermediate, and senior) will be selected to compete in the Regional Show.
 - The top 5 scores in each division (junior, intermediate, and senior) will be selected to compete in the State Show.

APPENDIX B

HELMET CERTIFICATION, FITTING, AND SAFETY Utah4Hhorse.org

Helmet Certification When purchasing an equestrian helmet, riders should look for American Society for Testing Materials (ASTM) and Safety Equipment Institute (SEI) certification. These certifications insure that the helmet complies with the basic helmet safety regulations. Helmets not certified by ASTM and SEI do not comply with industry standard and may offer sub-standard protection.

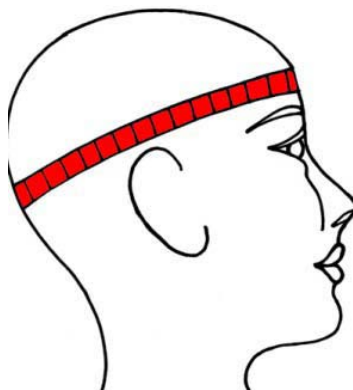
Equestrian helmets are constructed differently from other safety helmets (bicycle and motorcycle) as they are designed to protect more of the rider's head while not interfering with sight or balance. They are specifically made to reduce penetration by blunt objects (such as a horse's hoof) and to absorb some of the impact from a fall. Bicycle and motorcycle helmets do not provide the flexibility and safety offered by equestrian helmets.

Proper helmet fit is important In the past helmets have been uncomfortable, hot, and ill fitting, leading many riders to forego the use of helmets. Recent advances, such as ventilation, lighter weight, and adjustable chin straps, however, have made helmets safer and more comfortable. More western looking helmets are being developed for those riders that want safety with a western look.

Each rider should have a helmet that is properly fitted to his/her head for maximum safety. Therefore, equestrian helmets should not be shared among riders.

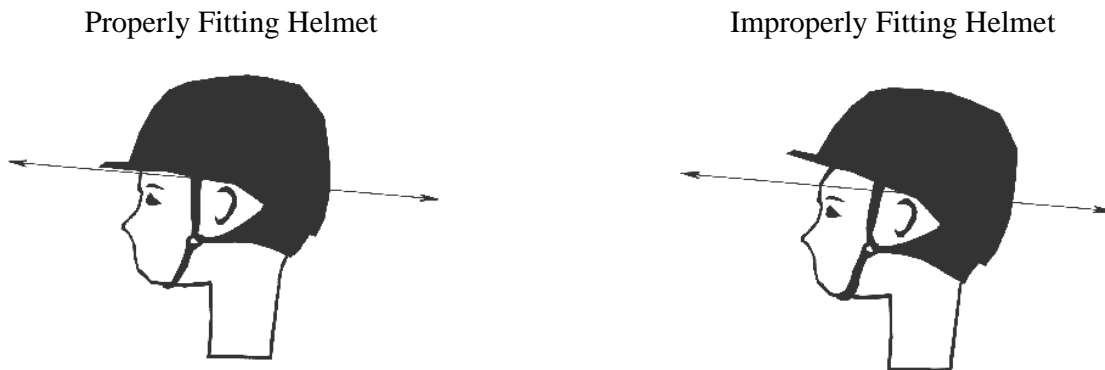
Helmet Fitting Equestrian helmets come in many sizes and styles. Finding a proper fitting helmet for your riding discipline can save money, time and effort. Helmet sizes are based on the circumference at the widest part of the rider's head approximately one inch above the eyebrows (Figure 1). This measurement is then matched to the proper helmet size (each style of helmet should have an appropriate sizing chart).

Figure 1



Helmets may vary with style and brand so trying on helmets before purchase is highly recommended. The helmet should fit around the rider's entire head with the visor level just above the eyebrows (should not be above 1.5 inches (Figure 2)). The chin strap should be attached so the strap is touching the skin under the rider's chin, not hanging loose. The suspension and chin straps should not pinch the rider's ears.

Figure 2



The rider should be able to move his/her head vigorously with minimal helmet movement. If the helmet slides, a smaller size may be needed while a larger size is warranted if the helmet is too tight, causing discomfort. Long hair should not be placed under the helmet in a bun, in a high pony tail or flipped underneath but rather should be pulled back into a low enough pony tail so that it does not interfere with fitting. Most helmet retailers can assist in the helmet fitting process if the rider remains unsure as to proper fit.

Safety

In order to maximize the benefits of helmet usage, there are some recommendations that are suggested that helmet owners follow.

Helmets should be replaced at least every 5 years, due to the possibility for unseen material deterioration. Helmet standards are continually changing and new technologies frequently appear on the market. Purchasing a new helmet every 5 years allows you to stay up to date on the latest helmet safety and fashion.

Helmets should be replaced after any major impact to ensure the rider's protection. When you take a fall, a certified helmet absorbs energy by crushing. This extends your head's stopping time to reduce the peak impact on the brain. While difficult to see on the outside, the "crushing effect" will diminish with additional falls, decreasing the helmets ability to protect. Replacing helmets when appropriate insure the highest level of safety and comfort to the rider.