



Eugene Pony Club: By laws 2007

Revised 1/23/08

1. Purpose and Goals

- a. To encourage youngsters to safely ride with control of their ponies and in good form.
- b. To provide an opportunity for the youngsters to enjoy and have fun with their ponies both summer and winter.
- c. To help youngsters and parents learn good sportsmanship.
- d. To prepare youngsters to train their own ponies for pleasure and gaming shows.
- e. To participate in year-end award points offered in the mini-shows.
- f. To have an opportunity to work for achievement awards, sportsmanship awards and improvement awards.
- g. to have an opportunity to participate in mini-shows, play days and open shows.
- h. For families to participate in the pony hobby together.
- i. To learn the rules and regulations governing the horse industry and related activities.

2. Club Functions

- a. To meet at a local facility, weekly, during the hours and months agreed upon by the membership in good standing.
- b. General meetings are to be held monthly. At least one parent should be in attendance at the meetings if both cannot attend.
- c. Mini-shows as scheduled.
- d. Summer show: This is the grand finale for the year. Youngsters are given the opportunity to participate in the classes and to perform in the Pony Club drill.
- e. The awards banquet will usually be held the second Wednesday evening after the Summer Show.
- f. Play-days, shows, trail rides, parades and parties as directed by the Board of Directors and approved by the membership.

3. Membership

- a. The child must be between the ages of 5 and 17 (inclusive) as of October 1 of the Pony Club year. The age that the child is on October 1st is the age category that the child will ride in for the entire year. The lower age limit may be waived at the discretion of the Board on the basis of riding ability and input from the instructors.
- b. Ponies must be 58 inches or under with ½ inch allowed for shoes. Ponies are to be measured and recorded by the BOARD on the first ride night of new members. Measurement is made from the ground level to the highest point of the withers. For accuracy in measurement the following conditions must be fulfilled. The place chosen must be smooth and level. The horse must stand squarely on all four feet with the forefeet together. The head must be lowered so that the poll comes in line with the withers. A special measuring stick provided with a level on the cross bar must be employed.
 1. When the pony is verified seven years old, the pony gets a permanent height measurement.
 2. If ponies are registered, please bring a copy of the registration papers so that a Board member can make note of all necessary information and records the information on the permanent record.
- c. The pony must be trained well enough for the child to handle and control.
- d. No stallions allowed at Pony Club, including Spring and Summer Shows.

- e. Each child may bring one pony for the entire evening practice rides and mini-shows.
- f. Ponies should be current on all vaccinations. We suggest 4-way and rhino, or a complete 5-way shot and a current worming.
- g. Memberships are to family units, which may consist of parents, grandparent(s) or legal guardian(s), with one vote per adult or a total of two votes per family unit. Voting adults must be designated at the time of enrollment. Members must be present and current on dues in order to vote.

4. Dues

- a. One time initiation fee: \$20.00 per family. This is a one time fee so long as you continue to return each year.
- b. Monthly dues: \$30.00 per month per child. (Amounts to be reviewed annually by the Board of directors and adjusted as necessary to operate the club.)
- c. Dues must be paid in full each month. If not paid prior to the Mini-Show, points for that show will not be counted.
- d. Unless a member resigns from the Club, monthly dues must be paid regardless of attendance at weekly meetings. A leave of absence may be taken for approximately two months in case of a child's or pony's injury or illness. The Board of Directors must be notified in advance of such absence.
- e. Notice will be given when dues are 30 days past due: members have 30 additional days to make up all dues or they will be prohibited from riding.
- f. Each family is entitled to one free ride night to decide if they would like to join the Club. If they decide to join, they must pay for the month and their one time initiation fee.
- g. Each pony club member is responsible for obtaining a \$60.00 sponsorship or advertisement for the Summer Show Program. If not turned in, they will not earn any Summer Show points.

5. Changes to By Laws

- a. A written recommendation is turned into the Board for Review.
- b. The recommendation is discussed in the next general board meeting.
- c. The recommendation is published in the newsletter prior to being eligible to be voted on.
- d. The recommendation is voted on at the next General Meeting.

6. Board of Directors

- a. The following officers shall be elected from the general adult membership and will sit on the Board of Directors: President, Vice-President, Secretary, Treasurer and Points Secretary.
- b. In addition, there shall be two members-at-large elected from the general membership to sit on the Board.
- c. Dues must be current to run for office or to serve on the Board.
- d. Officers and Board members will assume their duties at the next board meeting following the election.
- e. All Board members are required to attend two-thirds of all meetings or they will be asked to resign.
- f. Officers and/or board members may be removed from office by a simple majority vote of the general adult membership at any regularly scheduled general meeting.
- g. Board meetings will be held monthly as scheduled. All members are welcome to attend, but only Board members may vote at such meetings.
- h. Elections will be held the last general meeting of the Pony Club year.

7. **Duties of the President**
 - a. Conduct all meetings
 - b. Appoint committee chairpersons. May appoint Show Manager and Show Secretary.
 - c. Supervise instructors under the direction of the Board of Directors.
 - d. Confirm arena dates for the year.

8. **Duties of Vice-President**
 - a. To preside at meetings in the absence of the President.
 - b. To learn all Pony Club business to be prepared to take over the Office of the President if the need arises.
 - c. To help all the committee chairpersons.

9. **Duties of the Secretary**
 - a. To take minutes of all general and board meetings.
 - b. To keep a complete list of all members
 - c. To conduct all club correspondence
 - d. To distribute any written materials to the membership
 - e. To submit newsletters to all members periodically.
 - f. To submit news stories for publication (Lariat, OHA News, Cascade Horsemen, Register Guard, etc.).

10. **Duties of the Treasurer**
 - a. To collect all dues and take in all memberships.
 - b. To submit and pay all bills approved by the Board of Directors.
 - c. To keep an accurate and honest account of all money.
 - d. To collect all show fees and/or sponsor fees from the chairpersons.
 - e. Must help the points secretary with year-end points for awards. (See section 4(c) and (g) under Dues).

11. **Duties of the Points Secretary**
 - a. To keep points awarded for Pony Club members
 - b. Do "high point" calculations for the shows, if awarded.
 - c. With assistance of the Treasurer and one member of the Board of Directors, figure all points and standings for year-end awards. Keeps track of "ratings."

12. **Duties of the Board of Directors**
 - a. Assist in all business for Pony Club
 - b. Approve any and all bills to be paid.
 - c. Screen and approve all applicants for instructors.
 - d. Determine hourly pay for all instructors.
 - e. Assist in the discipline of unruly members and/or their ponies.
 - f. One member must assist the Treasurer and Points Secretary with year-end awards.
 - g. Develop an annual schedule of events to distribute to members and instructors.

13. **Optional Committees**
 - a. Arena Supervisor: Has charge of gaming equipment and timers; disciplines children and ponies while in the arena and helps the instructors keep order, may select adult members to assist in the setting up of games and to help on the arena floor.
 - b. An instructor coordinator: To help instructors plan each nights learning schedule, set up meetings for better communication between instructors and/or parents.
 - c. Show chairperson: To appoint all other show chairpersons. To reserve arena. To assign work duties, such as gate persons, ring stewards, runners, announcers, office workers, ribbon givers, timers, ring crews, and publicity person. To make sure all ribbons, etc. are purchased and the judge is hired. To make sure the Show Secretary has all necessary show forms, that stalls are obtained, and the arena and equipment are clean

- and in good repair.
- d. Show Secretary: To prepare show schedule. To get approval from 4-H or OHA, if it is desired. To assist the show chairperson in hiring judges. To enter all participants and to collect all money. To submit all bills to the Pony Club Treasurer.
- e. Ribbons and trophies: Oversee all ordering and help present awards at presentation.
- f. Parties Coordinator: Plans, appoints and oversees any and all parties.

14. Club Expenses

- a. Local facility, arena, lights, club room for all ride nights, the Mini-Maxi Show and Summer Show.
- b. Instructors: Number to be decided by the Board of Directors.
- c. Year-end awards, high point awards, trophies and ribbons.
- d. Judges for play-days, mini-shows, spring show and/or summer show.
- e. Stamps, posters and printing costs for Pony Club business and all shows and play-days.
- f. Any other expenses determined by the Board of Directors to be necessary to carry out the purpose and goals of the Eugene Pony Club.

15. Rules and Regulations

a. Dress and riding gear

- 1. Boots: Western or english boots with one-half (½") inch minimum heels are mandatory. A western hat or a helmet is required in Western/English performance classes, upon entering the arena.
- 2. Western or English attire, whichever is appropriate.
- 3. Training aids such as running martingales, draw reins and snaffles are permitted in mini-shows.
- 4. No training aids are permitted in performance classes in OPEN shows. All shows governed by OHA and WHO rules with the exceptions noted in rule 3 of this section.

b. Behavior

- 1. No vulgar language will be tolerated from youngsters or adults.
- 2. No disrespect from youngsters or adults toward instructors or other members.
- 3. No disruptive talking or yelling during instruction.
- 4. All children must stay in the designated arena at all times during weekly meetings and mini-shows unless directed otherwise.
- 5. During free ride time, all members must ride in the same direction in the arena. No racing or excessive speed by members, as it may cause danger for younger or less experienced riders.
- 6. Parents should not go into the arena except in the event of an emergency, or by invitation of the instructors.
- 7. All complaints should be taken to the Board member(s) for action.
- 8. There will be no food, beverages or gum chewing by riders in the arena during instruction time. Cell phones are allowed to be carried in the arena by riders, but if found to be disruptive or a safety hazard, may be removed by an instructor and held for the duration of the ride. **NO ALCOHOLIC BEVERAGES ALLOWED DURING OPERATION OF ANY PONY CLUB FUNCTION.**
- 9. No excessive whipping, spurring, jerking, hitting or running of ponies without direct instruction to do so. (Instructors have the final word)
- 10. No adult should discipline a pony other than his or her own.
- 11. No adult should discipline a child other than his or her own except for safety violations. Please report such happenings to a current Board member.

c. Miscellaneous

- 1. All ponies must be led to their trailers after each ride night is complete. This is for the safety of both pony and rider.

2. No loose ponies at any time.
3. All halters are to be untied from the rail or thrown to the outside of the arena when not being used.
4. A parent or designated adult must be present to be responsible and in charge of their child's riding at all times.
5. The instructors will make all decisions regarding which child or children may carry flags for parades and drills.
6. AFTER TWO (2) INFRACTIONS OF ANY OF THE RULES AND REGULATIONS, member will receive notice from the Board of Directors and if after that time such an action continues, the member will be asked to resign from Pony Club.

d. Rating for Gaming/Pleasure Classes

1. All shows are governed by OHA and WHO rules except when EPC bylaw or Show Rules supersede.
2. It is mandatory that a parent or guardian help at the Summer Show for a minimum of one half day on each day. If not, the Summer Show points for your child (children) will not count toward year-end awards unless prior arrangements are made with the Summer Show Secretary. The Summer Show Secretary will be responsible for keeping a record of parent involvement for the Points Secretary.
3. The judge(s) for the Summer Show is/are not to have judged a mini-show during the past season. The Club Secretary has the judge list.
4. Schooling & 4-H ribbons count toward blue ribbons when calculating a rating category for your pony.

e. 8 & Under Class

1. Limited to riders 8 years and under prior to October 1 of the ride year.
2. All 8 & under performance classes are walk-trot only.
3. Riders compete within their age group regardless of ribbons won. No cross entry is allowed in other age classes.

f. 9 to 11 Class

1. The child must be between the ages of nine and eleven prior to October 1 of the ride year.
2. Riders compete within their age group regardless of ribbons won. No cross entry is allowed in other age classes.

g. 12 and Over

1. The child must be 12 years or older prior to October 1 of the ride year.
2. Riders compete within their age group regardless of ribbons won. No cross entry is allowed in other age classes.

h. 9 and Over Maiden Rider

1. This class is a Eugene Pony Club class only.
2. Rider cannot have shown in any previous horse event prior to the first ride of the current ride year.
3. No cross entry with any other class allowed.

i. Open Class

1. Open to any pony or child with any rating.

j. High Point Ribbons/trophies and Year-end Points.

1. Mini-show high point awards are given to the pony and rider in each

- classification with the highest total points for the show.
2. Single points are awarded for the mini-shows and double points for the summer show when calculating year-end points (the mini-maxi show is considered a mini-show with single points given)
 3. Play-days attended during the summer break do not count toward year-end awards.
 4. When a single rider does not have a partner for ribbon race, another rider may ride two times, however, the rider must designate, in advance, which ride will count toward points.
 5. Year-end awards are calculated for one rider on only one pony. Points will be combined for one rider riding two ponies only with a veterinary excuse for the first pony, or in the event that a pony dies.
 6. In the case of a tie for the highpoint trophy, it will be broken down as follows: Which rider has the most blue ribbons; which rider had the most red ribbons, etc.

16. Show Rules

a. Showmanship

1. Judged on how a handler works with pony/horse, handlers and ponies appearance should be neat and clean, complete with western hat or helmet appropriate to riders attire, Western or English. (A HAT IS REQUIRED IN ALL EQUITATION, PLEASURE AND SHOWMANSHIP CLASSES, HELMETS ARE ACCEPTABLE IN ALL CLASSES AND STRONGLY SUGGESTED.)
2. Safety rules should be considered at all times.
3. Handlers should always turn pony/horse away from themselves.
4. Handlers should use a roll-up lead gripped in the middle.
5. When backing a pony/horse, the handler may or may not change lead rope from hand to hand.
6. Expect tight circle haunch turns, the handler may touch the pony/horse when performing a turn.
7. Patterns should be memorized, the judge will review the pattern prior to beginning the class.
8. Stud chains are optional, however, they must be used in a humane manner if you need or choose to use one.

b. Western/English Pleasure and Equitation (including Bareback equitation)

1. Any equitation or pleasure class having more than (20) riders entered will be split randomly to ensure arena safety.
2. Judges will be judging the rider in equitation classes and the horse in pleasure classes.
3. Riders may not touch the horses with their hands during a class.
4. Dress shall include western or english hats with appropriate attire. (A HAT IS REQUIRED IN ALL EQUITATION CLASSES, PLEASURE OR SHOWMANSHIP) (HELMETS ARE ACCEPTABLE IN ALL CLASSES AND ARE STRONGLY ENCOURAGED.) Boots are required and must have a one-half (½) inch minimum heel. Chaps are optional.
5. Two handed reining is OK with snaffle bit and a pony/horse 5 years old and younger.
6. Snaffle bits are allowed for pony/horse 5 years old and younger.
7. A curb strap is not required for use with a snaffle bit.
8. One-handed reining on curb bits: Reins may be held in left had, right hand or with one finger between the reins, so long as it is consistent with OHA rules.
9. Curb bits are required for ponies/horses 6 years and older.
10. Back cinch needs to be connected to the front cinch.
11. Training aids such as running martingales, draw reins and snaffles are permitted

at mini-shows.

12. No tie-downs or hackamores will be allowed in mini-shows in performance classes.
13. No training aids are permitted in performance classes in Open Show. All shows are governed by OHA and WHO rules with exceptions noted in rules 11 and 12 above.
14. 8 and under classes are walk/trot only.
15. Patterns are not used during Mini-Shows due to time restrictions.
16. Walk/Trot, extended trot, lope as well as reverse and back are usual requests made by the judge. On occasion, other requests are made to break a tie. (Basic 4-H rules)
17. Maximum 3-minute gate hold for performance classes.

c. Trail/Western or English

1. Judging is based on Western Equitation and Pleasure as well as trail skills. (See rules above)
2. Gate is always opened away from the pony and rider.
3. OK to or not to hesitate prior to going over the bridge. Hold time of 5 seconds is requested when stopping on the bridge.
4. Patterns should be memorized, the judge may review prior to beginning the class.
5. Training aids such as running martingales, draw reins and snaffles are permitted in mini-shows.
6. No tie downs or hackamores will be allowed in mini-shows in performance or trail classes.
7. No training aids are permitted in performance classes in open shows. All shows are governed by OHA and WHO rules with exceptions noted in rules 5 and 6 above.

d. Gaming

1. When the rider does not have a partner in birangle, another rider may ride two times so that the rider without a partner does not lose points. However, the rider must designate, in advance, which ride will count toward points.
2. Cloverleaf Barrels (WHO rules apply)
3. Figure 8 (WHO rules apply)
4. Individual Flags (WHO rules apply)
5. Keyhole (WHO rules apply)
6. NSCA Flags (WHO rules apply)
7. Pole Bending (WHO rules apply)
8. 2 Man Birangle (WHO rules apply)