



USIHC Board Conference Call Minutes

April 13, 2021

8:00PM (Eastern)

Present: Will Covert, Jeff Rose, Virginia Lauridsen, Lori Cretney, Emily Potts, Lucy Nold, Leslie Chambers, Janet Mulder, Martin Nielsen

Auditing: none.

Will Covert called the meeting to order at 8:02pm EST.

1. SECRETARY'S REPORT (MARTIN NIELSEN)

As of April 10, 2021 the USIHC has 776 Members in 593 Households.

2. TREASURER'S REPORT (LORI CRETNEY)

Reports are attached. The monthly financial statements now include a detailed breakdown of the cash owned by the Congress. The key figures from the breakdown are:

Combined bank account balances as of 3/31/21: \$138,639.27.

Unrestricted membership funds as of 3/31/21: \$127,202.42.

Net Change from 2/28/21: \$4,104.21.

3. AFFILIATED CLUB COMMITTEE REPORT (LESLIE CHAMBERS)

Nothing to report.

4. BREEDING COMMITTEE REPORT (VIRGINIA LAURIDSEN)

The breeding seminar went well and will be repeated.

The only breeding assessment for 2021 has been rescheduled for September 9-10 at my farm in Turo, Iowa. Judges are Silke Feuchthofen and Heimir Gunnarsson. There will also be riding horse assessments and "mock" assessments running concurrently. There will be a breeding seminar on September 7-8.

5. EDUCATION COMMITTEE REPORT (WILL COVERT AND JEFF ROSE)

The trainer certification committee met on 3/16/21 and the minutes are attached.

6. LEISURE COMMITTEE REPORT (JANET MULDER)

See attached screen shots. 115 riders have logged hours for the S2SS ride.

7. PROMOTIONS AND WEBSITE REPORT (EMILY POTTS)

Promotion:

Toppur banner has been ordered and delivered. Image is attached.

Website:

Registration for the Spring Virtual Show and the WC Tryouts is open.

Martin is working with Smartpak on sponsorship for 2021. They did not want to commit anything for the spring show, but they are willing to consider the fall show and the S2SS ride.

8. QUARTERLY COMMITTEE REPORT (NANCY BROWN)

See attached.

9. SPORT COMMITTEE REPORT (MARTIN NIELSEN)

The sport judges' task force had its first meeting on 3/14/21. Alex Pregitzer is task of the group, which will be working on the following items: 1) Develop a curriculum and materials for a basic introductory judging seminar, 2) Develop educational opportunities for national judges (sharing and discussing with peers, coaching from experienced judges), 3) Rethink the format and structure of the judging seminars.

10. YOUTH COMMITTEE REPORT (LUCY NOLD)

The committee met on 4/12/21. A pen pal program will be initiated, and the committee is working on a series of virtual clinics/learning sessions.

11. Old Business

a. Registration committee update.

Since the March meeting, the board voted and unanimously approved the following items:

1. The USIHC board will offer to contact the owner of record when registration papers are not signed over in a timely fashion, provided the owner of record is also the seller. The fee will be \$50. The purpose is to see if the owner of record would agree to have their contact information given to the buyer wishing to register a horse.
2. The verbiage of the letter was approved as per below:
"In the event that the current owner / purchaser did not buy the horse from the record owner, in exchange for the \$50 fee, the USIHC will request the record owner's permission to release their contact information to the current owner / purchaser to try to help facilitate a re-created chain-of-title. In the sole discretion of the USIHC, and only where practicable and reasonable, the USIHC will help the current owner / purchaser to recreate the chain of title. The USIHC does not guarantee that this information will be provided, nor can the USIHC guarantee a successful outcome that allows the current owner / purchaser to register the horse in its name."

b. Continued discussion of Code of Ethics.

Virginia Lauridsen will draft a Code of Ethics for Trainers and pass it on to Jeff Rose for review before presenting it for approval at a board meeting.

12. New Business

a. Review of policy and procedure document (attached)

Once the Policy and Procedure items 35, 36 and 37 mentioned below have been reviewed for correctness (they have all already been voted on and passed), the Policy and Procedure document on the website needs to be brought up to date. Additionally, the Constitution document on the website also needs to be updated.

Policy #35 Issue Handling Procedure (BOD meeting 4-13-18)

Policy #36 Standard of Conduct (BOD meeting 10-16-18)

Policy #37 Anti-Discrimination Policy (BOD meeting 3-9-21) - we have this listed in the meeting as #36, so this needs to be corrected

All board members will review these documents by email.

b. Studbook

Virginia Lauridsen proposed that the USIHC take initiative to producing a yearly studbook. The board agreed that this was a good idea, and Virginia was encouraged to develop the idea further. Options for online vs print publication were discussed and Lucy Nold suggested an Instagram-profile as platform to promote the publication. Virginia will develop a proposal for next meeting.

13. Miscellaneous.

Next meeting is May 11, 2021 at 8pm EST.

Martin K Nielsen, secretary

United States Icelandic Horse Congress Inc.

Balance Sheet

As of March 31, 2021

04/04/21

	<u>Mar 31, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
Associated Checking acct.	37,598.77
Associated Money Market Acct.	<u>96,040.50</u>
Total Checking/Savings	133,639.27
Other Current Assets	
CD ownd by USIHC mature 4/7/22	2,000.00
CD ownd by USIHC mature 10/7...	2,000.00
CDs for Judge Scholarship Fund	
CD-matures 4/14/21	3,000.00
CD-matures 10/11/21	<u>3,000.00</u>
Total CDs for Judge Scholarship...	6,000.00
Total Other Current Assets	<u>10,000.00</u>
Total Current Assets	143,639.27
Other Assets	
Blood Profile Funding Refund	<u>-5,000.00</u>
Total Other Assets	<u>-5,000.00</u>
TOTAL ASSETS	<u><u>138,639.27</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Unexpended Breeding Fund	340.57
Unexpended Judge SchlsHp. F...	4,000.00
Unexpended World Champshp...	5,724.37
Unexpended Youth Funds	<u>6,371.91</u>
Total Other Current Liabilities	<u>16,436.85</u>
Total Current Liabilities	<u>16,436.85</u>
Total Liabilities	16,436.85
Equity	
Opening Bal Equity	96,926.56
Retained Earnings	15,593.55
Net Income	<u>9,682.31</u>
Total Equity	<u>122,202.42</u>
TOTAL LIABILITIES & EQUITY	<u><u>138,639.27</u></u>

United States Icelandic Horse Congress Inc.
Profit and Loss Standard
January through March 2021

<u>Income</u>		<u>Expense</u>	
Breeding Committee Income		Breeding Committee Expense	
Breeding Education Seminar	\$ 1,205.50	Breeding Education Seminar	\$ 500.00
Interest Income	\$ 6.60	Competition/Sport Expense	
Membership Related Income		USDF Expense	\$ 240.00
Farm Listing	\$ 1,708.96	2021 Virtual Sport Show Expense	\$ 515.57
Membership Dues		2020 Virtual Sport Show Expense	\$ 917.00
Family Memberships	\$ 2,269.92	IceTest Annual Fee	\$ 268.62
Foreign Friend mbshp	\$ 133.24	Total Competition/Sport Expense	<u>\$ 1,941.19</u>
Individual Memberships	\$ 7,093.50	Leisure Committee Expense	
Youth Membership	<u>\$ 101.04</u>	S2SS 2021 Expense	\$ 276.30
Total Membership Dues	<u>\$ 9,597.70</u>	S2SS 2020 Expense	<u>\$ 13.99</u>
Quarterly Income		Total Leisure Committee Expense	<u>\$ 290.29</u>
Quarterly Ads Income	<u>\$ 2,851.87</u>	Membership Related Expenses	
Total Membership Related Inc.	<u>\$ 14,158.53</u>	Administration	
Registry Income		Mbshp. Postage	\$ 237.63
Duplicate Registration Fees	\$ 195.05	Office/Supplies Expense	\$ 105.82
Late Stallion Report Fees	\$ 487.20	Total Administration	<u>\$ 343.45</u>
Registration Fees	\$ 1,183.21	Annual Meeting Expense	
Transfer Fees	<u>\$ 520.94</u>	2021 Annual Meeting Expense	\$ 150.00
Total Registry Income	<u>\$ 2,386.40</u>	FEIF Related Expenses	
USIHC Non-Member Fees	\$ 221.38	FEIF Mbshp Fees	\$ 2,359.79
Total Income	<u>\$ 17,978.41</u>	Quarterly Expenses	
		Graphics	\$ 1,000.00
		Postage for Quarterly	\$ 567.74
		Total Quarterly Expenses	<u>\$ 1,567.74</u>
		Toll Free Line	\$ 46.65
		Total Membership Related Expenses	<u>\$ 4,467.63</u>
		Promotional Expenses	
		Promotional Postage Expenses	\$ 76.85
		Registry Expenses	
		Clerical for Registry	\$ 822.00
		Registry Office Supplies	\$ 84.34
		Registry Postage	<u>\$ 113.80</u>
		Total Registry Expenses	<u>\$ 1,020.14</u>
		Total Expense	\$ 8,296.10
		Net Income:	\$ 9,682.31

United States Icelandic Horse Congress Inc.
Income & Expense Report
March 31, 2021

Income	Expense
Breeding Committee Income	Breeding Committee Expense
Breeding Education Seminar \$ 675.50	Breeding Education Seminar \$ 500.00
Membership Related Income	Competition/Sport Expense
Farm Listing \$ 640.86	2020 Virtual Sport Show Expense \$ 273.00
	IceTest Annual Fee \$ 268.62
	Total Competition/Sport Expense \$ 541.62
Membership Dues	Membership Related Expenses
Family Memberships \$ 690.91	Toll Free Line \$ 15.55
Foreign Friend mbshp \$ 66.62	
Individual Memberships \$ 1,745.26	
Youth Membership \$ 33.68	
Total Membership Dues \$ 2,536.47	
Quarterly Income	
Quarterly Ads Income \$ 557.42	
Total Membership Related Inc. \$ 3,734.75	
Registry Income	Registry Expenses
Duplicate Registration Fees \$ 96.50	Clerical for Registry \$ 446.00
Late Stallion Report Fees \$ 96.80	Registry Office Supplies \$ 54.60
Registration Fees \$ 592.27	Total Registry Expenses \$ 500.60
Transfer Fees \$ 317.60	
Total Registry Income \$ 1,103.17	
USIHC Non-Member Fees \$ 148.56	
Total Income \$ 5,661.98	Total Expense \$ 1,557.77

Net Income: \$ 4,104.21

USIHC General Membership Funds

2/28/2021		3/31/2021
\$ 33,332.25	Checking	\$ 37,598.77
\$ 96,040.50	Money Market	\$ 96,040.50
\$ 10,000.00	CDs	\$ 10,000.00
\$ 139,372.75	Subtotal	\$ 143,639.27
\$ (330.86)	Breeding Fund	\$ (340.57)
\$ (4,000.00)	Judge Scholarship Fund	\$ (4,000.00)
\$ (5,679.70)	World Champ. Team Fund	\$ (5,724.37)
\$ (6,263.98)	Youth Fund	\$ (6,371.91)
\$ 123,098.21	USIHC Unrestricted Membership Funds	\$ 127,202.42

Net Change from 2/28/2021
\$ 4,104.21

12/31/2020 Balance Net Change from 12/31/2020
\$ 117,520.11 \$ 9,682.31

**US Trainer Certification Committee
Meeting Minutes 3-16-2021**

Virginia called the meeting to order at 8:05 EST

The committee first discussed how to create a website which puts all of the documents in one place. Carrie suggested a google classroom and Alex also mentioned Padlet. Alex also has already established a google classroom. Alex sent the link and Virginia will add the documents which have already been created.

The committee then clarified that they are looking for a Trainer Code of Ethics

The committee then began discussing requirements for the practical exam. Virginia and Caeli added comment to the existing google doc under lunging and ponying.

Next Meeting March 30th at 8 pm EST

Miles Completed

	250	500	750	1000	1250
Team/Individual					
Deborah Kenny					
Lisa Blumhagen					
Pierre Lessard	4/3/21				
Terry Kane					
Rachel Miller					
Lynda Zur	4/3/21				
Ashley Perigo					
Barbara Shaer					
AIHA	3/8/21	4/3/21			
Alaska Arctic Rider	2/7/21	3/8/21	4/3/21		
Blue Ridge Riders					
Frozen Tundra Tolters	2/7/21	3/8/21	3/8/21	4/3/21	
Girls from Vermont Icelandic horse Farm	2/7/21	3/8/21	3/8/21		
Heaven's Icies					
Hestafolk	2/7/21	3/8/21	3/8/21	4/3/21	
Hestafolk II	2/7/21	2/7/21	3/8/21	4/3/21	4/3/21
Hestafolk III	4/3/21				
Ice Trekkers	2/7/21	2/7/21	3/8/21	3/8/21	4/3/21
Merrimack Valley Icelandics	2/7/21	2/7/21	3/8/21	4/3/21	4/3/21
Merrimack Valley Icelandics II	2/7/21	2/7/21	3/8/21	4/3/21	
Northcountry Tolters	2/7/21	3/8/21	4/3/21		
Sirius Trail Tolters I	3/8/21				
Sirius Trail Tolters II	4/3/21				

Miles Completed

	250	500	750	1000	1250
Team/Individual					
Solfaxi	2/7/21	2/7/21	3/8/21	4/3/21	4/3/21
Solheimar Dream Team	2/7/21	2/7/21	3/8/21	3/8/21	3/8/21
The Merry Maryland Mares	4/3/21				
Virginia Valkyries	3/8/21				
West Coast Tölting Girls	2/7/21	2/7/21	3/8/21	4/3/21	

Miles Completed

	1500
Team/Individual	
Sirius Trail Tolters I	
Sirius Trail Tolters II	
Solfaxi	
Solheimar Dream Team	4/3/21
The Merry Maryland Mares	
Virginia Valkyries	
West Coast Tölting Girls	



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Clinics - Education - Social Events - Drill Team - Fairs
Group Rides - Competitions

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Quarterly Committee report
April 6, 2021
submitted by Nancy Brown

Quarterly Issue Two 2021 is now in the editing and review stage. We have a very full issue. All article submissions have been received, and the Quarterly Committee is working on gathering illustrations and deciding on a cover photo. Deadline for final advertisements (assuming space has already been reserved) is April 15.

The design stage begins April 15; our press date is May 1. The e-Quarterly should be ready on May 15, with printed copies mailed by June 1.

We are budgeted to print 600 copies of this issue, which is only a little more than enough to cover our current mailing list. If you anticipate needing copies for promotional purposes between June and September, please contact quarterly@icelandics.org immediately so that we can increase our print run if necessary.

Running History of Policies and Procedures

(12-24-08)

Over the past fifteen years certain policies and procedures have emerged that are repeatedly followed by the Board in making decisions. In 2007 we started to gather these policies and procedures in written form. To date memories and minutes have produced the following list. While it is an internal document for the Board it is also useful as a guideline to the membership in understanding the framework within which the Board operates.

POLICIES AND PROCEDURES

1. Commercial involvement (12-24-08).

It was determined by the Board many years ago that it would not be involved in any commercial disputes. This was a pragmatic decision resulting from an excruciating and fruitless effort to resolve one. We decided that commercial disputes are best left to courts which have powers and abilities to compel evidence that we do not.

(When was this added?, not in 5-26-09 doc) In succeeding years this has expanded into a policy of avoiding commercial endeavors almost entirely. We do provide some commercial opportunities for members. For example, we provide a forum for members (and others) to advertise in the Quarterly. We send the Congress booth to events such as Equine Affaire and offer members the opportunity to display brochures and other written material there. Members may belong to the Farm List. But the organization itself does not engage in marketing or commercial endeavors.

5-27-10: #1: Legal Disputes (This replaced above):

It was determined by the Board many years ago that it would not be involved in any legal disputes. This was a pragmatic decision resulting from an excruciating and fruitless effort to resolve one. We decided that legal disputes are best left to courts, which have powers and abilities to compel evidence that we do not.

2. Votes in FEIF (12-24-08).

Congress members attending FEIF meetings do not vote on matters which come up for vote, either in Committees or the Delegates Meeting, except as directed by the Board.

5-26-09 Above changed to:

The USIHC delegate to the annual FEIF Delegates Assembly shall be aware of the agenda and vote consistently with the direction of the Board. In the event that matters come up at the meeting on which the board cannot comment, the delegate shall use his best discretion in the interest of the USIHC when voting. Committee chairs shall have the discretion to vote according to the needs of their USIHC committees.

3. Document storage (12-24-08).

Each officer and committee chair is responsible for storage of documents pertaining to his/her office or committee. In the event two persons have an interest in documents (i.e., the Breeding Committee Chair and the Registrar each have an interest in the evaluation score sheets), these persons shall decide where the documents will be stored. The person not storing the documents shall be entitled to a copy of them if he/she wishes.

4. Reimbursement of Travel and Related Expenses (12-24-08).

All travel and related expenses of Board members, Committee Chairs, or members conducting business for the organization are borne by the individual and are not reimbursed by the organization. Decisions to amend this policy will be made on a case by case basis.

4-17: This replaced above:

All travel and related expenses of Board members, Committee Chairs, or members conducting business for the organization are borne by the individual and are not reimbursed by the organization. The Congress will pay the basic FEIF Conference fee for any Board member or Committee Chair who is an active member and attends the full conference on behalf of the USIHC. Decisions to amend this policy will be made on a case-by case basis.

Each USIHC voting delegate to the Delegate's Assembly at the annual FEIF Conference shall be eligible for reimbursement of travel expenses up to an amount of \$1200.00 per delegate. The voting delegates shall be selected/approved by the Board of Directors in advance of the conference and be responsible for the USIHC voting at the Delegate's Assembly at the FEIF Conferences in accordance with FEIF Statutes 5.1.1 and 5.1.2.

Reimbursement for travel expenses will occur after the voting delegates have attended the Delegate's Assembly and have submitted all receipts to the USIHC Treasurer. Voting delegates shall be financially responsible in making their travel arrangements (example: no first class flights).

5. Financial allotment to Youth Committee (12-24-08).

The Youth Committee will be provided with \$500 per year to be spent on the promotion of youth activities as the Committee Chair shall decide.

5-26-09: Budgets (This replaced above):

Annual committee budgets shall be projected per department by the board in consultation with the respective committee chair. The budgets will be due before the March Board meeting each year. The Board shall review, modify, and approve the budgets at the March meeting.

6. Notices to the membership (12-24-08).

All notices to the membership shall be in writing and mailed to all members. In the event a member wishes to receive such notices by e-mail, he/she shall notify the Secretary by

providing an e-mail address and checking the appropriate boxes on the member profile page on the website. Members may change their notification preferences at any time. All changes shall take effect immediately for all future notices.

7. Autonomy of Regional Clubs (12-24-08).

Regional Clubs shall be autonomous units except for such requirements as are contained in the Rules Governing Regional Clubs and the requirement that each club designate someone as a Youth Contact. The latter is for the purpose of naming someone from whom young riders in the area covered by the Regional Club can obtain information about various opportunities and activities for youth..

7. Autonomy of Affiliated Clubs (BOD meeting 5/8/18)

Affiliated Clubs shall be autonomous units except for such requirements as are contained in the Rules Governing Affiliated Clubs. Clubs must have a member on the Affiliated Club Committee. It is highly recommended that clubs with youth members have a representative on the Youth Committee in order to obtain information about various opportunities and activities for youth. It is further recommended that clubs have a representative on each committee that best reflect its' member's interests and priorities.

8. Website content (12-24-08). (not listed as of 5-26-09)

Committee Chairs and persons responsible for website content may make such changes as are necessary to keep the website current but there shall be no changes to the content of any existing document on the website without the approval of the Board.

9. Fund-raising (12-24-08). (not listed as of 5-26-09)

Fund-raising activities for various Congress-related events and programs is encouraged. Any fund-raising endeavor seeking the approval of the Board, however, must benefit all participants in the activity or program equally.

10. Committee Chairs (12-24-08). (This listed as #8: 5-26-09)

For many years it was required that Committee Chairs be members of the Board. In 2006 it was determined that Committee Chairs may be persons outside the Board. In that event, however, the Board will designate a Board member to be a liaison to the Board from that Committee. The purpose of establishing a liaison is to insure that the Board will be kept informed of any matters within the Committee of which it should be aware and so that the Board will be able to communicate any requests it might have of the Committee. The liaison has no responsibility for the work of the Committee and functions simply to facilitate communication.

The Board selects all Committee Chairs. In the event a Committee Chair wishes to resign he/she may recommend one or more successors to be considered by the Board.

8. Committee Chairs (March 2018)

It is preferred that Committee Chairs be members of the Board. The role of all chairs is primarily to facilitate discussion and communicate proposals formed by committee consensus. Care must be taken to include point persons and timelines for all proposals submitted to the Board for consideration. In the event that a committee requires a skill set not resident in the current BOD members, the BOD may appoint a Committee Chair outside of the BOD. In that event, however, the Board will designate a Board member to be a liaison to the Board from that Committee. The purpose of establishing a liaison is to insure that the Board will be kept informed of any matters within the Committee of which it should be aware and so that the Board will be able to communicate any requests it might have of the Committee. The liaison has no responsibility for the work of the Committee and functions simply to facilitate communication.

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11. Committee membership (12-24-08). (This is listed as #9: 5-26-09)

- a. Except for the Sport Committee, the membership in committees shall be open to any member of the Congress. With regard to the Sport Committee membership is restricted to those persons who have attended certain educational seminars. A Board member may belong to any Committee without satisfying any prerequisites.

- b. A Committee chair may remove from membership any member (other than a Board member) who has not participated in the discussions or work of the Committee for a period of six months. The Committee chair shall give 30 days notice of the proposed removal to the member in question so that the member may provide reasons for his/her non-participation if he/she wishes to continue to belong to the Committee.
- c. A Committee chair may remove from membership any member (other than a Board member) who has behaved inappropriately in the discussions or work of the Committee. The Committee chair shall give 30 days notice of the proposed removal to the member in question so that the member may provide an explanation for his/her actions if he/she wishes to continue to belong to the Committee.
- d. Committee members shall be current USIHC members.

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- d. Committee members shall be current USIHC members.
- e. Members who have not paid their USIHC dues shall be removed from committee rolls on March 1st.

Policy #9 amended BOD meeting 12/18/18

Except for the Sport Committee, the membership in committees shall be open to any member of the Congress. With regard to the Sport Committee, membership is restricted to those persons who have attended certain educational seminars. A Board member may belong to any Committee without satisfying any prerequisites. b. A Committee chair may remove from membership any member (other than a Board member) who has not participated in the discussions or work of the Committee for a period of six months. The Committee chair shall give 30 days notice of the proposed removal to the member in question so that the member may provide reasons for his/her non-participation if he/she

wishes to continue to belong to the Committee. c. A Committee chair may remove from membership any member (other than a Board member) who has behaved inappropriately in the discussions or work of the Committee. The Committee chair shall give 30 days notice of the proposed removal to the member in question so that the member may provide an explanation for his/her actions if he/she wishes to continue to belong to the Committee. d. Committee members shall be current USIHC members. e. Members will be immediately added to a Committee upon request to the Chair as long as they meet eligibility requirements. New members may not participate in an ongoing vote upon arrival to the Committee. They are to observe only for the first 30 days of their membership on the Committee.

12. The two financial accounts of the Congress (12-24-08).

- a. The membership account for which the Treasurer is responsible. Into this account are deposited membership fees, Quarterly advertising, farm listing fees, World Championship and Youth Cup Tryout fees, and any other fees payable to the organization except those related to the registration of horses and those fees collected from non-members of Congress (or for non-USIHC registered horses) at certain Congress events..

From this account are paid all of the ongoing operational expenses of the organization, including but not limited to FEIF dues, telephone, office supplies, postage, World Championship and Youth Cup Tryout expenses, and all costs of publishing and mailing the Quarterly.

- b. The Registry account for which the Registrar is responsible. Into this account are deposited all of the fees related to the registration of horses and fees collected from non-members of Congress (or for non-USIHC registered horses) at certain Congress events.

From this account are paid all the expenses of the Registry. All funds not necessary for the operation of the Registry are accumulated for the purpose of funding projects that are deemed necessary for the advancement of the breed and the development of the organization as set forth in the preamble to the Constitution. Such projects have included the purchase of the Congress booth, the payment of the travel expenses of International Sports Judges for Sanctioned Shows, losses incurred in the first three evaluations sponsored by the Congress, the development of software necessary to put the Registry online, Riding Badge program patches, Breeding Evaluation Certificates, USIHC brochures, Awards for retiring Board Members and other significant contributors to the Congress, various trophies for World Championship and Youth Cup competitions, and stalls for the American Team horses at the World Championships.

**This is listed as #10: and replaced above on 5-26-09
Financial accounts of the Congress:**

The accounts of the USIHC shall be the responsibility of the Treasurer. The appropriate officer or chair shall review and approve bills before they are submitted to the Treasurer. The treasurer shall prepare monthly and year to date statements for the all Board meetings. The Treasurer shall work with the committee chairs and officers to project budgets for the coming year. The Treasurer shall be responsible for annual tax filings.

**13. Dissemination of Board decisions (12-24-08).
(This is listed as #11: 5-26-09).**

Minutes of Board meetings will be posted in full on the USIHC website as soon as they are approved by all Board members attending the meeting in question. Certain meetings (or portions of meetings) are deemed closed to the membership. These primarily concern issues involving an individual member and the purpose of closing the meeting is to protect the privacy of the individual member. Minutes of these meetings or portions of meetings are prepared and approved but are published at the discretion of the Board.

No matter for which the entire Board is answerable shall be reported to the membership until each Board member has had an opportunity to review the matter.

**14. Website Calendar (12-24-08).
(This is listed as #12: 5-26-09).**

The purpose of the Calendar of Events on the Website is to publicize events (such as clinics, seminars, competitions, exhibitions, etc.) put on by USIHC members as well as official events of other FEIF member organizations. The listing shall include the name of the event, type of event, date and location of the event and the name and contact information of the member or association putting on the event.

15. Midyear Membership Applications (12-24-08).

Memberships received after October 19 of each year shall include membership for the following calendar year.

(This is listed as #13: 5-26-09): Memberships received after December 1 of each year shall include membership for the following calendar year.

(This is listed as #13 and replaces the above, 4-17):

All memberships expire on their one-year anniversary regardless of when the membership begins.

13. Midyear Membership Applications (BOD meeting 2/20/18)

– Policy Suspended as It is No Longer Relevant - Passed All memberships expire on their one-year anniversary regardless of when the membership begins

**16. General Expense Reimbursement (12-24-08).
This is listed as #14: 5-26-09)**

Members seeking reimbursement for expenses incurred in performing work for the Congress shall obtain prior approval for all anticipated expenses. Reimbursement of any expenses, anticipated or unanticipated, is at the discretion of the Board. Members

seeking reimbursement for approved expenses must submit receipts for all expenses for which reimbursement is sought.

17. Financial Reports (12-24-08, not listed as of 5-26-09).

The treasurer and registrar shall submit monthly and year-to-date profit and loss reports at each Board meeting.

18. Treasury Disbursements (12-24-08, not listed as of 5-26-09):

All bills received by the Treasurer or Registrar related to the activities of a Committee shall be sent to the Committee chair for review. The Committee Chair shall be responsible for verifying the accuracy of the bill and that it is appropriate for the Treasurer or Registrar to pay. The Committee Chair shall advise the Treasurer or Registrar of his/her decision and report on all portions not deemed to be accurate or owed.

19. Program Financial Self-sufficiency (12-24-08).

All programs and activities of the Congress should be developed with a goal that they become self-sufficient. Since reaching this goal is often not possible in the initial stages of a program or activity, the responsible Committee shall develop a plan for initial financial support of programs and activities in their early developing stages as well as the plan to achieve self-sufficiency.

(This is listed as #15: 5-26-09 and replaced above):

All programs and activities of the Congress should be developed with a goal that they become self-sufficient. Since reaching this goal is often not possible in the initial stages of a program or activity, the responsible Committee shall develop a plan for initial financial support of programs and activities in their early developing stages as well as the plan to achieve self-sufficiency. The budget for any sanctioned seminar shall be designed to break even. In the event a seminar generates a profit, the profit shall be forwarded to the USIHC Treasurer and retained to support future sanctioned seminars.

20. Board Meetings & Agenda (12-24-08).

(This is listed as #16: as of 5-26-09)

Board meetings are held by telephone conference call on the third Tuesday of each month unless otherwise agreed to by the Board. The Agenda for each meeting (including any Committee reports) should be determined by Friday of the preceding week and placed on the website for review by the Regional Clubs who may have an observer present on the conference call. While every effort shall be made to have the Agenda include all items to be considered the Board shall not be limited in its ability to discuss and determine any matter it deems appropriate, whether or not it has been included on the agenda. Closed meetings or closed portions of the meetings may be scheduled at the discretion of the Board.

21. Board Communication (12-24-08, not listed as of 5-26-09).

No communication shall be sent or published in the name of the Board without each Board member having the opportunity to review it in advance.

22. Seminar Sanction (12-24-08).

(This is listed as #17: as of 5-26-09)

The content and organization (logistical and financial) of seminars or programs that result in official recognition (i.e., certification or acknowledgement of completion) by the USIHC must be recommended by the Education Committee and approved by the Board.

23. Seminar Participation (12-24-08).

(This is listed as #18: as of 5-26-09)

Attendance of USIHC sanctioned seminars is open to all interested parties. Individuals who are not current members of the USIHC must pay a \$40 fee per event. The organizer of the seminar shall collect the non-member fees and forward them to the Treasurer.

Revision #18 March 2018 (renamed and reworded) - rescinded 3/13/18

USIHC Sanctioned and Sponsored Event Participation

All USIHC sanctioned seminars (Judge Seminar - Education Committee), shows (Sports Committee) and breed evaluations (Breed Committee), as well as events that receive partial funding such as clinics (Affiliated Clubs Committee) and schooling shows (Sports Committee and possibly Affiliated Clubs Committee) must require all participants be given the option of becoming USIHC members prior to participation in the event, or be charged the non member fee set in Policy # 25 (2018: fee set at \$50). Overseeing committee chair will be responsible for compliance verification (participants in Judge seminar, owners of horses in USIHC sanctioned breed evaluations, riders in all USIHC sanctioned shows, riders in USIHC funded schooling shows and riders/auditors of USIHC funded clinics.)

18. Seminar Participation - (BOD meeting 3/13/18)

Reinstated Attendance of USIHC sanctioned seminars is open to all interested parties. Individuals who are not current members of the USIHC must pay a \$40 fee per event. The organizer of the seminar shall collect the non-member fees and forward them to the Treasurer.

Revision #18 March 2019

18. USIHC Sanctioned and Sponsored Event Participation (Current (3/2018) from website with revision for 2019) All USIHC sanctioned seminars (Judge Seminar - Education Committee), shows (Sports Committee) and Breed Evaluations and Young Horse Assessments (Breed Committee), as well as events that receive partial funding such as clinics (Affiliated Clubs Committee) and schooling shows (Sports Committee and possibly Affiliated Clubs Committee) must require all participants be given the option of becoming USIHC members prior to participation in the event, or be charged the non member fee set in Policy # 25 (2018: fee set at \$50 2019: fee set at \$25). Overseeing committee chair will be responsible for compliance verification (participants in Judge seminar, owners of horses in USIHC sanctioned Breed Evaluations and Young Horse

Assessments and riders in all USIHC sanctioned shows, riders in USIHC funded schooling shows and riders/auditors of USIHC funded clinics.).

24. Seminar Profit/Loss (12-24-08, not listed as of 5-26-09).

The budget for any sanctioned seminar shall be designed to break even. In the event a seminar generates a profit, the profit shall be forwarded to the USIHC Treasurer and retained to support future sanctioned seminars.

**25. Recognition of Foreign-trained Intern Judges (12-24-08).
(This is listed as #19: as of 5-26-09)**

Any individual who has received judge training outside the United States and wishes to act as an Intern Judge shall submit a written request including a summary of his or her training to the Chairman of the Sport Committee. If the Chairman concludes the individual's training and experience is equivalent to the training offered in the United States, he shall forward the request with his endorsement to the Board for approval. Upon receipt of the Board's approval the individual may exercise any privilege of an intern judge at USIHC sanctioned or schooling shows.

Listed as # 20 (5-26-09): Quarterly Magazine Distribution (Based on a print-run of 500 copies)

1 . 400 copies for membership:

- These copies are mailed directly to current members by the printer following the mailing lists provided by the Secretary two weeks prior to each issue date. Additional copies are mailed to the Secretary and/or the volunteer responsible for mailing Welcome Packets.
- All current members receive all issues of the Quarterly published each year as part of their membership.
 - All FEIF officials receive all issues of the Quarterly published each year, as per FEIF rules.
 - New members get 1 copy of the most recent issue available free in their Welcome Packet when they sign up.
 - Any current member whose current address is on file in the USIHC database and seems to be correct, but who did not receive an issue of the Quarterly, gets 1 free replacement copy if they ask for it . Only 1 copy of the most recent issue available can be sent for free. If the member has missed several issues without contacting the USIHC Secretary or the Quarterly Committee about the problem, he/she can purchase the other missing issues at \$5 per copy plus postage or download them from the website for free.
 - Any current member who has filed a change of address with the USIHC within 3 months of receiving a copy of the Quarterly, but was not in time for the new

- address to appear on the Quarterly mailing list gets 1 free replacement copy if they ask for it. Only 1 copy of the most recent issue available can be sent for free. This amounts to a "grace-period" of one quarterly period during which a member can correct his/her address without missing or having to pay for an issue.
- A current member whose address is incorrect in the USIHC database because the person has moved, but he/she has not filed a change of address with the USIHC, does not receive any free copies. This member can purchase missing issues at \$5 per copy plus postage or download them from the website for free.
 - A current member whose address is incorrect in the USIHC database because of a typo made when entering the data (either by the member or by the USIHC, if the information was submitted on paper) gets 1 free replacement copy if they ask for it. Only 1 copy of the most recent issue available can be sent for free.
- 2 . 50- 75 copies for Promotion:
- These copies are mailed from the printer to the Promotion Committee Chair.
- Members of the Promotion Committee can sell copies at shows & expos and to Regional Club members for \$5 each or as much as they determine the market will pay. It is up to the Promotion Committee to decide how much to charge and where/how to sell these copies.
 - If the Membership group needs more copies, they can get them from the Promotion Committee.
 - If the membership demand changes drastically, we'll send fewer copies to Promotion from the printer.
- 3 . 25 copies for Quarterly Contributors:
- These copies are mailed from the printer to the Secretary.
- Any writer, illustrator, photographer, or advertiser can get 2 free copies of any issue just by asking, until the copies of that issue run out. (Regional Club reports do not qualify as contributors.)
 - The person pictured on the cover of an issue (or whose horse is on the cover) is considered a "contributor" and can get 2 free copies of that issue by asking.
 - After that, contributors can buy additional copies for \$5 each plus postage.

Revision #20 (4/17) Quarterly Magazine Distribution (Based on a print-run of 600 copies)

a. Copies for Membership:

- All current members receive all issues of the Quarterly published each year as part of their membership; members can opt out of receiving the printed Quarterly and ask to receive the e-Quarterly instead.
- All FEIF officials receive all issues of the e-Quarterly published each year, as per FEIF rules; these issues are sent electronically only.
- New members get 1 copy of the most recent issue available free in their Welcome Packet when they pay their first year's dues.
- Any current member whose current address is on file in the USIHC database and seems to be correct, but who did not receive an issue of the Quarterly, gets 1 free replacement copy on request, if a copy is available. If not available in print, back issues can always be downloaded in e-Quarterly form for free from the website.

- Any current member who has filed a change of address with the USIHC within 3 months of receiving a copy of the Quarterly, but was not in time for the new address to appear on the Quarterly mailing list gets 1 free replacement copy on request, if a copy is available. If not available in print, back issues can always be downloaded in e-Quarterly form for free from the website.
- A current member whose address is incorrect in the USIHC database because the person has moved, but he/she has not filed a change of address with the USIHC, does not receive any free copies. Back issues can always be downloaded in e-Quarterly form for free from the website.
- A current member whose address is incorrect in the USIHC database because of a typo made when entering the data (either by the member or by the USIHC, if the information was submitted on paper) gets 1 free replacement copy on request, if a copy is available. If not available in print, back issues can always be downloaded in e-Quarterly form for free from the website.

b. Copies for Promotion:

- USIHC and Affiliated Club members can distribute copies of the Quarterly at shows & expos and to Affiliated Club members for free.
- If Promotion anticipates needing more copies, they can order them from the Quarterly Committee in advance of printing at the per-copy cost plus postage.

c. Copies for Quarterly Contributors:

- All current members who contribute an article, photograph, illustration, or paid advertisement to an issue of the Quarterly may request 2 additional free copies of that issue; they must do so before the issue is mailed so that the extra copy can be mailed at the cheapest bulk rate from the printer. The Quarterly Committee will contact each contributor in time for them to make this request.
- All non-members who contribute an article, photograph, illustration, or paid advertisement to an issue of the Quarterly may request 2 free copies of that issue; they must do so before the issue is mailed so that the extra copy can be mailed at the cheapest bulk rate from the printer. The Quarterly Committee will contact each contributor in time for them to make this request.
- The person pictured on the cover of an issue (or whose horse is on the cover) is considered a "contributor" and can get 2 free copies of that issue by asking; they must do so before the issue is mailed so that the extra copy can be mailed at the cheapest bulk rate from the printer. The Quarterly Committee will contact each contributor in time for them to make this request.

d. Copies for the Registrar and new Icelandic horse owners:

- Anyone who has sold an Icelandic horse to a non-member can request that a free copy of the Quarterly be sent to that new horse owner. Requests can be made via the website (/magRequest.php) or by contacting the Quarterly Committee. (mailto:magazine@icelandics.org)
- Any non-member who registers an Icelandic horse in the USIHC Registry or transfers an already registered horse into his/her name will be sent a free copy of the Quarterly by the Registrar or, at the Registrar's request, by the Quarterly Committee.

e. Sale of Current and Future Issues:

- Current Issues are defined as copies of the printed magazine that are within 3 months of their print date. Print Dates are March 1 for Issue One, June 1 for Issue Two, September 1 for Issue Three, and December 1 for Issue Four of each calendar year. Future Issues are those not yet printed or mailed.
- Contributors (defined above) who receive 2 free copies can order additional copies of the current or a future issue for \$5.00 per copy. This price includes postage. The Quarterly Committee will contact each contributor in time for them to request extra copies before the issue is printed and mailed.
- Anyone (readers, members, non-members) can buy extra copies of the current or a future issue for \$5.00 per copy, as available. This price includes postage. If not ordered in advance of printing and mailing, these copies will be mailed by hand by the Quarterly Committee after the issue has been printed

Listed as #21 (5-27-10): Regional Clubs Advertising & Breed Demo Matching Funds

- 1 . Must be a USIHC regional club, USIHC will match up to \$200 per calendar year. No available funds to be carried forward into a new year. For every dollar spent from the Regional club, USIHC will match each dollar up to a \$200. To be used once or throughout the year.
- 2 . All ads must be submitted to the Regional Club Chairperson (regional_clubs@icelandics.org) for approval before running the ad. Ads must be run before payment will be issued.
- 3 . The USIHC Regional Club Advertising Matching funds are limited to advertisements placed or run in magazines/papers/websites, etc that are NOT specific to the Icelandic Horse breed. The purpose of this limitation is to ensure the promotion of the breed to those who do not already own or have interest in the breed. Ads placed or run in Icelandic Horse specific media are not eligible for the matching funds.
- 4 . Ads may be placed for any Icelandic horse event or for promotion of the regional club, USIHC and/or the Icelandic breed.
- 5 . USIHC and the website address (www.icelandics.org) must be mentioned in the ad and the USIHC logo is strongly recommended when possible.
- 6 . Once payment is authorized, the chair of the Regional Clubs committee shall forward a copy of the ad to the Promotions committee for archival purposes.
- 7 . If any fees are incurred for a breed demo in conjunction with a USIHC Regional Club (stall fees, admission fee) the appropriate receipt must be submitted to USIHC treasurer for a 50% reimbursement.

21. Affiliated Clubs Promotional Breed Demo & Display Stall Matching Funds (March 2018)

USIHC may provide matching funds for breed demonstrations or display stalls at trade shows and events across the country for the purpose of promoting the breed and organization.

1. The total amount of funding for 2018 is \$750 with a maximum limit of \$150 per event to be dispersed on a "first come, first served" basis.

2. For every dollar spent from the affiliated club, USIHC will match 50% up to \$150.00. (to receive the full \$150, the club must spend at least \$300)
3. The funds are for the purpose of a breed demonstration OR for a display stall at the event.
4. Only USIHC Affiliated Clubs may request funding for this policy. Individuals who are requesting funding on behalf of their affiliated club need to also be current USIHC members in good standing at the time of the request through the end of the event.
5. Breed demo or display stall must be for promotional club purposes only, not an advertisement/sales opportunity
6. Each club can only receive up to \$150 per year
7. Requests for funding must be submitted to the USIHC promotion committee chair no less than thirty (30) days in advance of the event. Copies of the agreement with the venue and receipts showing the exact amount paid to the expo organizers must be provided prior to reimbursement.
8. After all of the above information has been received by the USIHC Promotion Committee Chair, it shall be reviewed for approval/denial of funding. If approved, the USIHC Treasurer will be notified to make the reimbursement, and if denied, a written explanation will be sent.

Listed as #22 (5-27-10): Membership Standing

In the event a member owes the Congress monies and fails to make payment in a timely manner, the following procedure shall be followed to designate said member "not in good standing":

- 1 . After 30 days of sending an invoice, the treasurer shall follow up with a certified letter notifying the member who owes the Congress money, specifying what is owed and when it was owed and consequences if not paid within 60 days of the invoice date.
- 2 . Allow the member to respond in writing within the original invoice date 60 day period.
- 3 . If no response, the member shall become "not in good standing" after the 60 day past due date and notified of such in writing.
- 4 . If they do respond, the Treasurer shall notify the Board, for further instruction and response to the member.

Once a member is designated "not in good standing" he and all individuals in his household shall be restricted as follows:

- 1 . Be barred from trying out as a World Championships team member.
- 2 . Be barred from running for or holding office.
(Constitution Article III, Section 7)
- 3 . Shall not be entitled to vote.
(Constitution Article III, Section 7)
- 4 . Shall not be entitle to propose amendments to the Constitution.

(Constitution Article III, Section 7)

5 . Shall not be appointed to an election committee.

(Constitution Article IV, Section 2)

6 . Shall not be allowed to join or serve on any committee.

7 . Shall not be allowed to second any nominations for Board candidate nominations.

8 . Shall not be allowed to attend any seminar that results in certification.

9 . Shall not participate as a Congress member in a sanctioned competitions or breeding evaluations. Individuals may still participate but must pay any non-member penalty fees.

10 . Shall not be permitted to advertise on the website or in the Quarterly magazine.

11 . Shall not represent the Congress at any FEIF conference.

12 . Shall not advertise events on the website's bulletin board or event calendar.

13 . Shall not be allowed to renew membership until all past due monies are paid.

The sanctions and limitations described above shall apply to all persons associated with a membership if at least one person associated with the membership is "not in good standing". If a business is responsible for the debt to the Congress, all persons associated with all memberships held by the owners of said business shall be subject to the sanctions and limitations.

Listed as #23 (5-27-10): Errors and Omissions Insurance

The Congress purchase and maintain Errors and Omissions Insurance for the Board and Registry with a \$250K level of coverage and an annual premium not to exceed \$700.

23. Errors and Omissions Insurance (BOD meeting 2/20/18)

The Congress purchase and maintain Errors and Omissions Insurance for the Board and Registry with a \$250K level of coverage and an annual premium not to exceed \$1000.

Listed as #24 (4/17): "Foreign Friends" Membership Alternative

The following program exists to offer a means for interested individuals to participate in Congress sponsored activities if they are constitutionally prohibited from being members of the USIHC. This alternative to membership is only offered to those who are expressly excluded from joining. Individuals may become "foreign friends" of the USIHC by paying a fee equal to the current membership fee plus an increase to offset the costs of mailing the Icelandic Horse Quarterly to addresses outside the United States. The current fee shall appear on the membership application form as well as on the website with the fees for the various classes of membership. This fee is due and payable on the same schedule as the membership fees.

In exchange for payment of the "foreign friends" fee, individuals shall receive:

1. A subscription to the Icelandic Horse Quarterly
2. The ability to list events on website calendar
3. The right to participate without non-member fee in any Congress activities where membership or non-member fees apply. This includes but is not limited to:
 1. Sanctioned Competitions
 2. Clinics and seminars

3. Breeding Evaluations
4. Stallion listings
4. The ability to purchase Farm Listings on the website and in the Quarterly.
5. The ability to advertise on the website
6. Have written information on their farm or events on display at Congress Booth locations

While "foreign friends" are not members and may not exercise the rights and privileges of members, the "member not in good standing" policy applies to individuals who have not met financial commitments to the USIHC.

#24: "Foreign Friends" Membership Alternative (March 2019)

The following program exists to offer a means for interested individuals to participate in Congress sponsored activities if they are constitutionally prohibited from being members of the USIHC. This alternative to membership is only offered to those who are expressly excluded from joining. Individuals may become "foreign friends" of the USIHC by paying a fee equal to the current membership fee plus an increase to offset the costs of mailing the Icelandic Horse Quarterly to addresses outside the United States. The current Foreign Friends of the USIHC membership fee shall appear on the membership application form as well as on the website with the fees for the various classes of membership. This fee is due and payable on the same schedule as the membership fees. In exchange for payment of the "Foreign Friends" fee, Individuals shall receive: "Foreign Friends" Members shall receive:

1. A digital subscription to the Icelandic Horse Quarterly
2. The ability to list events on website calendar
3. The right to participate without non-member fee in any Congress activities where membership or non-member fees apply.

This includes but is not limited to:

1. Sanctioned Competitions
2. Clinics and seminars
3. Breeding Evaluations
4. Stallion listings
4. The ability to purchase Farm Listings on the website and in the Quarterly.
5. The ability to advertise on the website
6. Have written information on their farm or events on display at Congress Booth locations

While "Foreign Friends" are not members and may not exercise the rights and privileges of members, the "member not in good standing" policy applies to individuals who have not met financial commitments to the USIHC.

Listed as # 25 (4/17): Non-member Fee Determination

Membership status for all Congress events, which have non-member fees, shall be determined at the conclusion of the event. Any participant who is not a member in good standing at the conclusion of the event shall be required to pay

the appropriate non-member fee. The event organizer shall be responsible for the collection of all non-member fees.

25. Non-member Fee Determination (March 2018 - rescinded 3/13/18)

Membership status for all Congress (USIHC sanctioned and sponsored) events, which have non-member fees (see policy # 18), shall be determined and included in the event registration materials. Any participant who is not a member in good standing shall be required to pay the appropriate non-member fee (2018: fee set at \$50). Non member fees should be collected prior to the event, if USIHC membership cannot be verified. If the participant can prove USIHC membership at the time of the event, the fee may be reimbursed at the conclusion of the event. The event organizer shall be responsible for the collection of all non-member fees and they shall be paid to the USIHC prior to the release of any USIHC funding (for example: Policy 30, Flagship Funding; Policy 31, Regional Club Clinic and Schooling Show Funding). These fees should also be included with the show report form and fee for sanctioned shows.

25. Non-member Fee Determination - Reinstated BOD meeting 3/13/18)

Membership status for all Congress events, which have non-member fees, shall be determined at the conclusion of the event. Any participant who is not a member in good standing at the conclusion of the event shall be required to pay the appropriate non-member fee. The event organizer shall be responsible for the collection of all non-member fees.

25. Non-member Fee Determination (February 2019)

25. Non-member Fee Determination (Current (3/2018) from website with revision for 2019) Membership status for all Congress (USIHC sanctioned and sponsored) events, which have nonmember fees (see policy # 18), shall be determined and included in the event registration materials. Any participant who is not a member in good standing shall be required to pay the appropriate nonmember fee (2018: fee set at \$50 2019: fee set at \$25). Non-member fees should be collected prior to the event, if USIHC membership cannot be verified. If the participant can prove USIHC membership at the time of the event, the fee may be reimbursed at the conclusion of the event. The event organizer shall be responsible for the collection of all non-member fees. and they shall be paid to the USIHC prior to the release of any USIHC funding (for example: Policy 30, Flagship Funding; Policy 31, Regional Club Clinic and Schooling Show Funding). These fees should also must be included submitted with the event report forms and fee for sanctioned shows. Fees shall be paid to the USIHC prior to the release of any USIHC funding (if funding is available for the sanctioned event).

Listed as # 26 (4/17): General Members Meetings

In order to facilitate communication between the Board and membership as well as conduct such business requiring membership approval, such as amendment of the constitution, the Board shall:

- a. Schedule at least one meeting per year; maximum of three.
- b. Hold meetings at events which usually have a large draw (estimate of 30 members)
- c. Post all Officer and Committee Annual Reports on the website by January 15th. (For 2011 reports: February 1st.)
- d. Post selected meeting venues on the website as soon as they are selected with a minimum of 60-days notice.
- e. Obtain the permission of the event organizer before scheduling the meeting and coordinate logistics with the event organizer.
- f. Ensure at least 3 Board members be present at each meeting. Every Board member is strongly encouraged to attend a meeting not in his/her area; Board members present must be reasonably knowledgeable about reports submitted by those not present.
- g. Reimburse any Board member's nonrefundable travel expenses in the event the meeting is canceled.

Listed as # 27 (4/17). Project/Event Funding

The "grant" funding model was suspended in February 2016. All members and clubs are welcome to present ad hoc funding requests to the Board for consideration.

Listed as # 28 (4/17) Promotional Brochure Distribution

USIHC brochures are available to USIHC members and Affiliated Clubs upon request, from the Promotion Committee Chair, for use in promoting the breed and Congress. The brochures are 8 1/2" x 11" tri-fold style and in full color. Along with general information about the breed, a listing of all USIHC Affiliated Clubs is included on the back page of the brochure. Distribution of the brochures is as follows:

1. The brochures are available in multiples of 50.
2. There is no charge for the brochures.
3. USIHC will pay for standard USPS First Class Mail shipping of the brochures.
4. Requests for quantities of 500 and above for use at events such as trade shows must be made at least 4 weeks in advance.

Listed as # 29 (4/17): Young Horse Linear Description Financial Support (2017)

The Board has approved a total of \$2,000 to be divided into four separate grants of \$500 each for Young Horse Linear Description events. Applications post-marked on or after June 1, 2017 will be considered for funding. Funding will be awarded on a first-applied first-funded basis as long as all other criteria are met. Once the event has been

approved by the US Breeding Leader as successfully completed and all documents received, payment will be issued to the organizer by the USIHC Treasurer.

Requirements:

- The judge and event must be approved by the USIHC Breeding Leader as required by FEIF. To be approved as a judge, he/she must be an international breeding judge and have additional formal training using the linear system.
- The Young Horse Linear Description event must be open for the public to observe and for public horses to participate to be eligible for grant funding.
- Application for funding must be received, by the US Breeding Leader (breeding@icelandics.org (mailto:breeding@icelandics.org)) post-marked no later than one month prior to the event using the 2017 Young Horse Linear Description Application Form (/breeding/yhe_grant.pdf).
- The event details must be submitted the USIHC Secretary (calendar@icelandics.org (mailto:calendar@icelandics.org)) for inclusion in the USIHC Calendar (/calendar) no later than one (1) month before the event.
- The host/organizer of the event must be a current USIHC member in good standing both at the time of application and at the time of the event.
- The young horses at the event must be evaluated under the FEIF General Rules for Foal and Young Horse Assessments (http://www.feiffengur.com/documents/GeneralRules_guidelines_young%20horse_foal_%20assessment.pdf).
- The iPad app must be used at the event to give owners/breeders immediate access to the linear assessment values to maximize the opportunity for the judge to educate breeders and others in attendance. Education of breeders in order to improve their breeding is the primary purpose of Young Horse Linear Description events. Organizers are encouraged to provide printed copies of the linear assessment forms to the breeders the day of the event.
- The event must be successfully completed and the results of all assessments must be forwarded to the US Breeding Leader via online iPad app as well as signed and dated paper judging sheets generated from the app no later than 14 days after event completion in order to facilitate error-free submission of the data to the FEIF researchers.
- The Breeding Leader will not publish/release the linear percentages as the singular intent of this program is education of breeders and others in attendance. Participants are welcome to release the information at any time at their discretion. No national award/ranking will be conferred.

Event organizers that follow these guidelines but do not access funding are still strongly encouraged to submit the data in the forms requested (iPad and paper) to the USIHC Breeding Leader in order to facilitate submission of the data to the FEIF researchers.

29 : Young Horse Linear Description Financial Support (2018)

- policy retired (BOD meeting minutes 2/20/18)

29 : Young Horse Linear Description Financial Support (2019)

29. Young Horse Linear Description Financial Support - There is no funding for Young Horse Assessment in 2018 2019. In 2017, the Board has approved a total of \$2,000 to be divided into four separate grants of \$500 each for Young Horse Linear Description events. Applications post-marked on or after June 1, 2017 will be considered for funding. Funding will be awarded on a first-applied first-funded basis as long as all other criteria are met. Once the event has been approved by the US Breeding Leader as successfully completed and all documents received, payment will be issued to the organizer by the USIHC Treasurer. Requirements:

- The judge and event must be approved by the USIHC Breeding Leader as required by FEIF. To be approved as a judge, he/she must be an international breeding judge and have additional formal training using the linear system.
- The Young Horse Linear Description event must be open for the public to observe and for public horses to participate to be eligible for grant funding.
- Application for funding must be received, by the US Breeding Leader (breeding@icelandics.org) post-marked no later than one month prior to the event using the 2017 Young Horse Linear Description Application Form.
- The event details must be submitted the USIHC Secretary (calendar@icelandics.org) for inclusion in the USIHC Calendar no later than one (1) month before the event.
- The host/organizer of the event must be a current USIHC member in good standing both at the time of application and at the time of the event.
- The young horses at the event must be evaluated under the FEIF General Rules for Foal and Young Horse Assessments.
- The iPad app must be used at the event to give owners/breeders immediate access to the linear assessment values to maximize the opportunity for the judge to educate breeders and others in attendance. Education of breeders in order to improve their breeding is the primary purpose of Young Horse Linear Description events. Organizers are encouraged to provide printed copies of the linear assessment forms to the breeders the day of the event.
- The event must be successfully completed and the results of all assessments must be forwarded to the US Breeding Leader via online iPad app as well as signed and dated paper judging sheets generated from the app no later than 14 days after event completion in order to facilitate error-free submission of the data to the FEIF researchers.
- The Breeding Leader will not publish/release the linear percentages as the singular intent of this program is education of breeders and others in attendance. Participants are welcome to release the information at any time at their discretion. No national award/ranking will be conferred. Event organizers that follow these guidelines but do not access funding are still strongly encouraged to submit the data in the forms requested (iPad and paper) to the USIHC Breeding Leader in order to facilitate submission of the data to the FEIF researchers.

Listed as # 30: Flagship Event Funding (2017)

The USIHC understands the needs to provide support for its flagship programs - sanctioned sport shows and breeding evaluations. In order to provide substantial financial support needed the USIHC has decided that for the 2017 calendar year a total of \$9,000

per year will be budgeted to support these events. This amount will be distributed in increments of \$1,000 per event subject to the eligibility requirements below.

- The first nine events of the year that have been sanctioned by either the US Sport Leader or the US Breeding leader for funding on a first/approved, first/funded basis. Funding qualification is based on the date the sanction is granted not the date of the event.
- The organizer of the event must either be a member(s) in good standing of the USIHC or an official Affiliated club of the USIHC.
- In the case of a breeding evaluation, the FEIF Application for International Breeding Shows (<http://www.feiffengur.com/documents/brshowapplicform.pdf>) must be submitted to and signed off (approved) by the US Breeding Leader (sent to breeding@icelandics.org (<mailto:breeding@icelandics.org>)). In the case of a sanctioned sport show, the procedures in the current Sanctioned Show Rules (</download/sanctionedshows.pdf>) must be followed and a Sanctioned Show Application (</download/USIHCSanctionedShowApp.pdf>) must be approved by the US Sport Leader (sport@icelandics.org (<mailto:sport@icelandics.org>)).
- The event must be conducted in accordance with all USIHC and FEIF applicable rules/regulations.
- The event must be deemed as successfully completed by either the US Sport Leader or the US Breeding Leader (in his/her sole discretion) depending on the type of event.

After the qualifying event has been deemed successfully completed by either the US Sport Leader or the US Breeding Leader, the USIHC Treasurer will distribute the supporting funds to the designated party. Events that have qualified, but fail to successfully be completed, will not be funded and may not be funded in the future under this program at the discretion of the USIHC Board of Directors.

30a. Sanctioned Show Funding (BOD Meeting 2/20/18)

The USIHC understands the needs to provide support for Sanctioned Sport Shows, especially in new regions. In order to provide the substantial financial support needed the USIHC has decided that for the 2018 calendar year a total of \$3,250 will be budgeted to support these events. This amount will be distributed on a sliding scale for the first four times the event is held (an event will be determined by location and/or show organizer) The first funding amount will be \$1,000, the second will be \$750, the third \$500 and the fourth and final will be \$250. Funding qualification is based on the date the sanction is granted not the date of the event.

- The organizer of the event must either be a member(s) in good standing of the USIHC or an official Affiliated club of the USIHC.
- The event should be open to the public.
- The event details (including dates, event location and contact person) must be submitted to the Sport Committee Chair for inclusion on the USIHC Calendar of Events.

- The procedures in the current [Sanctioned Show Rules](#) must be followed and an [Sanctioned Show Application](#) must be approved by the US Sport Leader (sport@icelandics.org).
- The event must be conducted in accordance with all USIHC and FEIF applicable rules/regulations
- All riders must be in compliance with Policy #18. Organizer must submit a list of riders for verification of USIHC membership (prior to the event) to the Sport Committee Chair, any owner or participant found not to be a USIHC member is subject to a \$50 non member fee due to the USIHC, see policy #25.
- The event must be deemed as successfully completed by the US Sport Leader (in his/her sole discretion).

After the qualifying event has been deemed successfully completed by the US Sport Leader, the USIHC Treasurer will distribute the supporting funds to the designated party. Events that have qualified, but fail to successfully be completed, will not be funded and may not be funded in the future under this program at the discretion of the USIHC Board of Directors.

30a. Sanctioned Show Funding (March 2019)

The USIHC understands the needs to provide support for Sanctioned Sport Shows, especially in new regions. In order to provide the substantial financial support needed the USIHC has decided that for the 2018 2019 calendar year a total of \$3,250 \$3,000 will be budgeted to support these events. This amount will be distributed on a sliding scale for the first four three times the event is held (an event will be determined by location and/or show organizer) The first funding amount will be \$1,000 \$750, the second will be \$750 \$500, the third \$500 and the final will be \$250. and the third and final will be \$250. Funding qualification is based on the date the sanction is granted not the date of the event.

- The organizer of the event must either be a member(s) in good standing of the USIHC or an official Affiliated club of the USIHC.
- The event should be open to the public.
- The event details (including dates, event location and contact person) must be submitted to the Sport Committee Chair for inclusion on the USIHC Calendar of Events.
- The procedures in the current Sanctioned Show Rules must be followed and an Sanctioned Show Application must be approved by the US Sport Leader (sport@icelandics.org).
- The event must be conducted in accordance with all USIHC and FEIF applicable rules/regulations
- All riders must be in compliance with Policy #18. Organizer must submit a list of riders for verification of USIHC membership with the show report to the Sport Committee Chair, any participant found not to be a USIHC member is subject to a \$50 \$25 non member fee due to the USIHC, see policy #25.
- The event must be deemed as successfully completed by the US Sport Leader (at his/her sole discretion. After the qualifying event has been deemed successfully completed by the US Sport Leader, the USIHC Treasurer will distribute the supporting funds to the designated party. Events that have qualified, but fail to successfully be completed, will not be funded and may not be funded in the future under this program at the discretion of the USIHC Board of Directors.

30b. Breed Evaluation Funding (BOD meeting 2/20/18)

The USIHC understands the needs to provide support for critical programs such as breed evaluations. The USIHC recognizes the great expense of a breed evaluation and that most

organizers do not have adequate experience in anticipating and managing the costs. The goal is to assist organizers with funding to enable them to ultimately become self sufficient.

The budget for Breed Evaluations in 2018 is \$2000. The distribution of these funds will be recommended by the Breeding Committee and approved by the BOD, within the following parameters.

- The organizer of the event must be a member(s) in good standing of the USIHC or an official Affiliated club of the USIHC.
- The event should be open to the public.
- The event details (including dates, event location and contact person) must be submitted to the Breeding Committee Chair for inclusion on the USIHC Calendar of Events.
- The [FEIF Application for International Breeding Shows](#) must be submitted to and signed off (approved) by the US Breeding Leader (sent to breeding@icelandics.org).
- The organizer must submit a request for funding by April 15, 2018
- The funds will be equally allotted to each completed request for funding.
- Up to \$300 per allotted funding may be retained by the Breeding Committee to assist with travel costs to meet the USIHC requirement of a Breed Committee Member being present at each Breed Evaluation.
- The event must be conducted in accordance with all USIHC and FEIF applicable rules/regulations
- All horse owners in both Breed Evaluation and YHA, as well as participants in any instructional seminars, must be in compliance with Policy #18. Organizer must submit a list of owners and participants for verification of USIHC membership (prior to the event) to the Breeding Committee Chair, any owner or participant found not to be a USIHC member is subject to a \$50 non member fee due to the USIHC, see policy #25.
- The event must be deemed as successfully completed by the US Breeding Leader (in his/her sole discretion).

After the qualifying event has been deemed successfully completed by the US Breeding Leader, the USIHC Treasurer will distribute the supporting funds to the designated party. Events that have qualified, but fail to successfully be completed, will not be funded and may not be funded in the future under this program at the discretion of the USIHC Board of Directors.

30a and 30b Portions regarding Policies 18 and 25 were rescinded on 3/13/18 BOD meeting

30b. Breed Evaluation Funding (March 2019)

30b. Breed Evaluation Funding (2018) (2019) The USIHC understands the needs to provide support for critical programs such as breed evaluations. The USIHC recognizes the great expense of a breed evaluation and that most organizers do not have adequate experience in anticipating and managing the costs. The goal is to assist organizers with funding to enable them to ultimately become self sufficient. The budget for Breed Evaluations in 2018 is \$2000. 2019 is \$1500. The distribution of these funds will be recommended by the Breeding Committee and approved by the BOD, within the following parameters. In an effort to align all sanctioned and funded USIHC events the

distribution of these funds will follow the 2019 sliding scale. An event is understood to be determined by location and /or show organizer. Funding received in the previous year(s) will determine placement on the sliding scale. Funding will be distributed on a sliding scale for the first three times the event is held. The first funding amount will be \$750, the second will be \$500, the third \$250. Funding qualification is based on the date sanction is granted by the Breeding Committee Chair not the date of the event. • The organizer of the event must be a member(s) in good standing of the USIHC or an official Affiliated club of the USIHC. • The event should be open to the public. • The event details (including dates, event location and contact person) must be submitted to the Breeding Committee Chair for inclusion on the USIHC Calendar of Events. • The FEIF Application for International Breeding Shows must be submitted to and signed off (approved) by the US Breeding Leader (sent to breeding@icelandics.org). • The organizer must submit a request for funding by April 15, 2019 • The funds will be equally allotted to each completed request for funding. • Up to \$300 per allotted funding may be retained by the Breeding Committee to assist with travel costs to meet the USIHC requirement of a Breed Committee Member being present at each Breed Evaluation. • The event must be conducted in accordance with all USIHC and FEIF applicable rules/regulations • All horse owners in both Breed Evaluation and YHA, as well as participants in any instructional seminars, must be in compliance with Policy #18. Organizer must submit a list of owners and participants for verification of USIHC membership (prior to the event) to the Breeding Committee Chair, any owner or participant found not to be a USIHC member is subject to a \$50 \$25 non member fee due to the USIHC, see policy #25. • The event must be deemed as successfully completed by the US Breeding Leader (in his/her sole discretion). After the qualifying event has been deemed successfully completed by the US Breeding Leader, the USIHC Treasurer will distribute the supporting funds to the designated party. Events that have qualified, but fail to successfully be completed, will not be funded and may not be funded in the future under this program at the discretion of the USIHC Board of Directors.

Listed as # 31 (4/17): Affiliated Club Clinic Support (2017)

The USIHC has budgeted to support clinics held by USIHC Affiliated clubs. Funds will be distributed in increments of \$500 per club per event for up to two (2) events per club in the 2017 calendar year subject to the eligibility requirements below.

Eligibility:

1. The event must be open to the public to either participate, or audit.
2. The event details must be submitted to both the Affiliated Club Committee Chair (affiliated_clubs@icelandics.org (mailto:affiliated_clubs@icelandics.org)) and the USIHC Secretary (calendar@icelandics.org (<mailto:calendar@icelandics.org>)) for inclusion in the USIHC Calendar of Events no later than 1 month (30 days) before the event.(The club hosting the event must be in good standing with the USIHC at the time of event submission for inclusion on Event calendar.)
3. Each club will be eligible for two \$500 grants in 2017. (No more than two grants will be approved. Each at a maximum of \$500.)

4. The club hosting the event must be in good standing with the USIHC at the time of the event.
5. The event must be approved as successfully completed by the Affiliated Club Committee Chair.
6. Once the event has been approved as successfully completed payment will be issued to the organizer by the USIHC Treasurer.

Suggested (but not required): Affiliated Club include a write up of the event in the Quarterly.

31. Regional Club Clinic or Schooling Show Support (BOD meeting 2/20/18)

Policy #31 has been budgeted \$3500 by the USIHC to support clinics or schooling shows held by USIHC regional clubs (\$250 per club). Funds will be distributed in \$250 increments, for the calendar year 2018 subject to the eligibility requirements below.

Eligibility:

1. The event must be open to the public to either participate, or audit.
2. The event details must be submitted to both the Affiliated Club Committee Chair (affiliated_clubs@icelandics.org) and the USIHC Secretary (calendar@icelandics.org) for inclusion in the USIHC Calendar of Events no later than 1 month (30 days) before the event.(The club hosting the event must be in good standing with the USIHC at the time of event submission for inclusion on Event calendar.)
3. Each regional club will be eligible for one \$250 grant in 2018. (No more than one grant/club will be approved. Maximum is \$250.)
4. The regional club hosting the event must be in good standing with the USIHC at the time of the event.
5. New regional clubs formed after January 1, 2018, will be eligible for funding only if the budget allows and therefore are not guaranteed funding.
6. All riders and auditors must be in compliance with Policy #18. Organizer must submit a list of riders and auditors for verification of USIHC membership (prior to the event) to the Affiliated Club Committee Chair, any rider found not to be a USIHC member is subject to a \$50 non member fee due to the USIHC, see policy #25.
7. All participating horses must be Icelandic horses
8. The event must be approved as successfully completed by the Affiliated Club Committee Chair.
9. Once the event has been approved as successfully completed payment will be issued to the Regional Club by the USIHC Treasurer.

Suggested (but not required): Affiliated Club include a write up of the event in the *Quarterly*.

31 Portions regarding Policies 18 and 25 were rescinded on 3/13/18 BOD meeting

Policy #31: Regional Club Clinic or Schooling Show Support (4/16/18 BOD meeting)

Policy #31 has been budgeted \$3500 by the USIHC to support clinics or schooling shows held by USIHC regional clubs (\$250 per club). Funds will be distributed in \$250 increments, for the calendar year 2018 subject to the eligibility requirements below.

Eligibility:

1. The events must be open to the public to either participate, or audit.
2. The event details (including dates, clinic topic, clinic location and who to contact) must be submitted to both the Affiliated Club Committee Chair (regional_clubs@...) and the USIHC Secretary (calendar@...) for inclusion in the USIHC Calendar of Events no later than 1 month (30 days) before the event.(The regional club hosting the event must be in good standing with the USIHC at the time of event submission for inclusion on Event calendar.)
3. Each regional club will be eligible for one \$250 grant in 2018. (No more than one grant/club will be approved. Maximum is \$250.)
4. The regional club hosting the event must be in good standing with the USIHC at the time of the event.
5. New regional clubs formed after January 1, 2018, will be eligible for funding only if the budget allows and therefore are not guaranteed funding.
6. All participating horses must be Icelandic.
7. The event must be approved as successfully completed by the Affiliated Club Committee Chair.
8. Once the event has been approved as successfully completed payment will be issued to the Regional Club by the USIHC Treasurer. Suggested (but not required): Regional Club include a write up of the event in the Quarterly.

Listed as # 31 (4/17): Affiliated Club Clinic Support (March 2019)

Policy 31. Regional Club Clinic or Schooling Show Support (2018) (Current (3/2018) from website with revision for 2019) Policy #31 has been budgeted \$3500 for 2019 by the USIHC to support clinics or schooling shows held by USIHC regional clubs (\$250 per club). Funds will be distributed up to \$250/club in \$250 increments, for the calendar year 2018 2019 subject to the eligibility requirements below. Eligibility: 1. The event must be open to the public to either participate, or audit. The event details must be submitted to both the Affiliated Club Committee Chair (affiliated_clubs@icelandics.org) and the USIHC Secretary (calendar@icelandics.org) for inclusion in the USIHC Calendar of Events no later than 1 month (30 days) before the event.(The club hosting the event must be in good standing with the USIHC at the time of event submission for inclusion on Event calendar.) 2. Each regional club will be eligible for one \$250 grant in 2018 2019. (No more than one grant/club will be approved. Maximum is \$250.) 3. Funds will be based on the number of USIHC members participants (in good standing at the time of the event), for each USIHC member participating, the club will receive \$25.00, for up to 10 USIHC members. Total not to exceed \$250. 4. The regional club hosting the event must be in good standing with the USIHC at the time of the event. 5. New regional clubs formed after January 1, 2018 2019, will be eligible for funding only if the budget allows and therefore are not guaranteed funding. 6. All riders and auditors must be in

compliance with Policy #18. Upon completion of the event, the Organizer must regional club will submit a list of riders and auditors for verification of USIHC membership (prior to the event)all USIHC participants in good standing (names) and the total number of participants (USIHC and non-USIHC) to the Affiliated Club Committee Chair, any rider found not to be a USIHC member is subject to a \$50 non-member fee due to the USIHC, see policy #25. 7. All participating horses must be Icelandic horses Once the event has been approved as successfully completed payment will be issued to the Regional Club by the USIHC Treasurer. 8. All riders and auditors must be in compliance with Policy #18 9. The event must be approved as successfully completed by the Affiliated Club Committee Chair. Suggested (but not required): Affiliated Club include a write up of the event in the Quarterly.

Listed as # 32 (4/17) Schooling Show Support (2017)

The USIHC has budgeted to support Schooling Shows.

Funds will be distributed in increments of \$250 per event for up to 12 events in the 2017 calendar year subject to the eligibility requirements below.

- The first twelve events of the year that have been sanctioned by the US Sport Leader for funding on a first/approved, first/funded basis. Funding qualification is based on the date the application is approved not the date of the event.
- The procedures in the current Schooling Show Handbook must be followed and a Schooling Show Request For Funding Application must be approved by the US Sport Leader (sport@icelandics.org (mailto:sport@icelandics.org)).
- The event must be deemed as successfully completed by either the US Sport Leader.

After the qualifying event has been deemed successfully completed by the US Sport Leader, the USIHC Treasurer will distribute the supporting funds to the designated party. Events that have qualified, but fail to successfully be completed, will not be funded and may not be funded in the future under this program at the discretion of the USIHC Board of Directors.

#32 Schooling Show Support (March 2018) - rolled into Policy #31

Listed as # 33 (4/17) Breeding Evaluation Education / Promotion Funding (Postponed)

This funding opportunity has been postponed until at least 2018.

The USIHC Board has budgeted \$2,000 offered in increments of \$500 per event for USIHC Affiliated clubs to organize a clinic/seminar with the goal of educating breeders, owners, and potential buyers about ridden horse breeding evaluations. The intent is to increase interest and participation in future ridden horse breeding evaluations.

33. Breed Evaluation Education (BOD meeting 2/20/18)

The USIHC Board has budgeted \$500 in 2018 as a loss prevention for an educational seminar with the goal of educating members of the breeding committee as well as breeders, owners, and potential buyers about breed evaluations.

34. Email Voting (introduced 2/20/18 - pending)

If an issue is critical and a vote is needed before a Board Call, a BOD can request an Email Vote. This email should be flagged with 'VOTE NEEDED' in the subject line. Each BOD has 48 hours to respond. A super majority of seven positive votes carries the proposal.

If a proposal does not pass, it can be brought into the next board call for further discussion. All email votes are to be included in the next month's minutes after committee reports.

35. Issue Handling Procedure Proposed by Leslie Chambers - Pending

1. The issue should be well defined in a single clear statement. This is to be done by the Board member to which the issue is first presented. This information will then be shared with the entire board. The initial receipt Board member will also immediately acknowledge the receipt of the "issue" and inform the sender of the handling procedure. (steps 2-7).
2. The Board will identify a Board member who will serve as point person and oversee the procedure and provide a timeline. This may require a call for an "executive session".
3. Identify all relevant individuals involved in the issue. These individuals should be asked to provide their written account of the issue that will be shared with all those involved (provide date due).
4. These documents will be reviewed by the USIHC BOD, which will then conclude an appropriate action (provide date due).
5. This action will be shared with individuals involved who will be given a chance to respond in writing (provide date due).
6. These responses will be reviewed and the USIHC BOD will decide whether to stand by their original conclusion or modify (provide date due).
7. All will be notified and the issue will be closed. Written notification shall be prepared and agreed upon by the BOD by a specified due date. Notifications will be made in the following order, first to individuals involved and second to general membership. If it is determined appropriate the written notification to the general membership should closely follow that given to the individual, within 24-48 hours.

Policy 35 – Issue Handling Procedure (BOD meeting 4/13/18)

The issue should be well defined in a single clear statement. This is to be done by the Board member to which the issue is first presented. This information will then be shared with the entire board. The initial receipt Board member will also immediately acknowledge the receipt of the "issue" and inform the sender of the handling procedure. (see Form letter*).

2. The Board will identify a Board member who will serve as point person and oversee the procedure and provide a timeline. This may require a call for an "executive session".
3. Identify all relevant individuals involved in the issue. These individuals should be asked to provide their written account of the issue that will be

shared with all those involved (provide date due). 4. These documents will be reviewed by the USIHC BOD, which will then conclude an appropriate action (provide date due). 5. This action will be shared with individuals involved who will be given a chance to respond in writing (provide date due). 6. These responses will be reviewed and the USIHC BOD will decide whether to stand by their original conclusion or modify (provide date due). 7. All will be notified and the issue will be closed. Written notification shall be prepared and agreed upon by the BOD by a specified due date. Notifications will be made in the following order, first to individuals involved and second to general membership. If it is determined appropriate the written notification to the general membership should closely follow that given to the individual, within 24-48 hours. *Form letter: Dear (first name), The USIHC thanks you for bringing this to our attention. The board will proceed in accordance with Policy 35. • We will assign a Board member to oversee this procedure • The issue will be defined in a single clear statement • Identify all individuals directly involved in the issue. • All individuals involved, will be asked to provide their account of the issue with the knowledge that these accounts will be shared with the board and all those involved. A deadline for this will be provide. • The board will then read all accounts and conclude an appropriate action within a specified amount of time. • The board action will be shared with all involved and all will be given a chance to respond in writing with the knowledge that these responses will be shared with all involved. A deadline will be provided. • The board will review these responses and decide whether to stand by the original action or make modifications. A deadline will be provided. • All will be notified of the board's final conclusion and the issue will be closed. Written notification shall be prepared and agreed upon by the BOD by a specified due date. Notifications will be made in the following order, first to individuals involved and second to general membership. If it is determined appropriate the written notification to the general membership should closely follow that given to the individual, within 24-48 hours. We hope to conclude this matter in a timely and fair manner and appreciate your patience. USIHC Board of Directors

Policy # 36 Standard of Conduct (Ethics Code) - to be written (BOD meeting 2/20/18)

Policy # 36 Standard of Conduct (Ethics Code) (presented at BOD meeting 11/11/18)

United States Icelandic Horse Congress Board of Directors Statement of Expectations 1. Fiduciary Duties and General Responsibilities Each Director shall be familiar with the general principles and practices of Board governance. In particular, each Director acknowledges the duties of care, loyalty, and obedience. The Duty of Care. The duty of care describes the level of competence expected of a director. State nonprofit corporate laws offer various definitions of this duty in suitable legalese, but they all come down to the importance of directors making good decisions with reasonable care. Directors need to recognize they should retain people to provide the necessary wisdom, skill, and expertise to enact the organization's program and mission. Directors also need to establish polices and procedures to avoid risks to the organizations' financial well-being.

The Duty of Loyalty. The duty of loyalty is the standard of faithfulness to the organization. When making decisions, a Director must put the organization first. This duty is the basis for conflict of interest policies that are designed to prevent board members from enriching themselves, their families, and their friends at the expense of the organization and from favoring one segment of the organization over another. The Duty of Obedience. The duty of obedience requires Directors to be true to the organization's mission. Board members can exercise their own reasoned judgment in how the organization can best archive its mission. However, they cannot act in a manner that is inconsistent with that mission. This duty is based on the principle that the membership and the public at large must be able to act in confidence that what they are told about the organization is true. If there is a discrepancy between the Directors' understanding of the organization's mission and that of the membership and the public at large, the result is the loss of institutional integrity. Each Director shall have read and understand the Mission Statement, Articles of Incorporation, Constitution, and Polices of the USIHC. Each Director shall understand the organization's general financial condition. Each Director shall serve on at least one Committee 2. Attendance Board and Committee meetings shall be conducted in a spirit of openness, honesty, and collegiality. Each Director is expected to attend at least 75% of all Board meetings and conference calls and an equal percentage of the meetings of each committee to which the Director is assigned. Each Director is responsible for following up with the President of the Board on the substance of any meeting missed. Each Director is expected to attend the Annual USIHC Member's meeting. Each Director is expected to be active on the Board and assigned Committee email discussion groups. Unless prior notice is given or extenuating circumstances exist, Board members shall check their Congress related email daily. 3. Advocacy Directors shall act as advocates for the USIHC among its members. In addition, Directors shall be supportive in promoting the organization to prospective members and within the community in general. In this regard, each Director shall make every effort to attend the Annual Members Meeting and any other functions designated as significant by the President of the Board. 4. Confidentiality and Communications The work and deliberations of the Board and Committees are confidential; except to the extent decisions are publicly disseminated through the Board's authorized process. The President of the Board and other duly authorized persons shall be the only official spokespersons for the organization. Any Director contacted by the media or others in regard to any matter related to the organization or the Board shall not comment on that matter and shall refer all inquires to such spokespersons. 5. Conflicts of Interest The Directors shall exercise the utmost good faith in all transactions touching upon their duties to the organization and its property. In their dealings with and on behalf of the organization, they are held to a strict rule of honest and fair dealing between themselves and the organization. They shall not use the positions as Directors, or knowledge gained therefrom, so that a conflict might arise between the organization's interest and that of any individual Director. A conflict of interest arises in any situation in which a Director (and his or her immediate family or employer) is involved in an activity that could adversely affect his or her judgment with respect to the business of the organization or otherwise diminish the interest of the organization. When such a conflict arises, the individual with the conflict is expected to disclose in writing the existence of the conflict. 6. Work Product Any and all work product produced by a Director during their tenure on the USIHC board, shall be

property of the USIHC only. Acknowledged as of _____.

(Director – Print Name)
(Director – Signature) This document and the rubric created by Kevin Draeger will be re-circulated to the Board by email for discussion in order to close this out on the next Board call.

Policy # 36 Standard of Conduct (Ethics Code) (approved BOD meeting 10/16/18)

United States Icelandic Horse Congress Board of Directors Statement of Expectations 1. Fiduciary Duties and General Responsibilities Each Director shall be familiar with the general principles and practices of Board governance. In particular, each Director acknowledges the duties of care, loyalty, and obedience. The Duty of Care. The duty of care describes the level of competence expected of a director. State nonprofit corporate laws offer various definitions of this duty in suitable legalese, but they all come down to the importance of directors making good decisions with reasonable care. Directors need to recognize they should retain people to provide the necessary wisdom, skill, and expertise to enact the organization’s program and mission. Directors also need to establish polices and procedures to avoid risks to the organizations’ financial well-being. The Duty of Loyalty. The duty of loyalty is the standard of faithfulness to the organization. When making decisions, a Director must put the organization first. This duty is the basis for conflict of interest policies that are designed to prevent board members from enriching themselves, their families, and their friends at the expense of the organization and from favoring one segment of the organization over another. The Duty of Obedience. The duty of obedience requires Directors to be true to the organization’s mission. Board members can exercise their own reasoned judgment in how the organization can best archive its mission. However, they cannot act in a manner that is inconsistent with that mission. This duty is based on the principle that the membership and the public at large must be able to act in confidence that what they are told about the organization is true. If there is a discrepancy between the Directors’ understanding of the organization’s mission and that of the membership and the public at large, the result is the loss of institutional integrity. Each Director shall have read and understand the Mission Statement, Articles of Incorporation, Constitution, and Polices of the USIHC. Each Director shall understand the organization’s general financial condition. Each Director shall serve on at least one Committee 2. Attendance Board and Committee meetings shall be conducted in a spirit of openness, honesty, and collegiality. Each Director is expected to attend at least 75% of all Board meetings and conference calls and an equal percentage of the meetings of each committee to which the Director is assigned. Each Director is responsible for following up with the President of the Board on the substance of any meeting missed. Each Director is expected to attend the Annual USIHC Member’s meeting. Each Director is expected to be active on the Board and assigned Committee email discussion groups. Unless prior notice is given or extenuating circumstances exist, Board members shall check their Congress related email daily. 3. Advocacy Directors shall act as advocates for the USIHC among its members. In addition, Directors shall be supportive in promoting the organization to prospective members and within the community in general. In this regard, each Director shall make every effort to attend the

Annual Members Meeting and any other functions designated as significant by the President of the Board. 4. Confidentiality and Communications The work and deliberations of the Board and Committees are confidential; except to the extent decisions are publicly disseminated through the Board's authorized process. The President of the Board and other duly authorized persons shall be the only official spokespersons for the organization. Any Director contacted by the media or others in regard to any matter related to the organization or the Board shall not comment on that matter and shall refer all inquires to such spokespersons. 5. Conflicts of Interest The Directors shall exercise the utmost good faith in all transactions touching upon their duties to the organization and its property. In their dealings with and on behalf of the organization, they are held to a strict rule of honest and fair dealing between themselves and the organization. They shall not use the positions as Directors, or knowledge gained therefrom, so that a conflict might arise between the organization's interest and that of any individual Director. A conflict of interest arises in any situation in which a Director (and his or her immediate family or employer) is involved in an activity that could adversely affect his or her judgment with respect to the business of the organization or otherwise diminish the interest of the organization. When such a conflict arises, the individual with the conflict is expected to disclose in writing the existence of the conflict. 6. Work Product Any and all work product produced by a Director during their tenure on the USIHC board, shall be property of the the USIHC only. Acknowledged as of _____.

_____ (Director's Term (start – finish))

(Director – Print Name) (Director – Signature) The Above Rubric reflects the Criteria and Repercussions of any breach of the Code of Ethics. Will Covert moved to accept both documents. The Board unanimously voted to approve both the Code of Ethics and the Rubric.

Proposed Amendment to Standard Code of Conduct/Ethics and Rubric (Policy #36) Policy # 36 Standard of Conduct (Ethics Code) BOD meeting 12/18/18

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United States Icelandic Horse Congress Code of Ethics - Rubric Criteria Letter of apology to BOD Loss of voting privileges for one month Loss of voting privileges for two months Removal from all chair and officer positions Removal from BOD Quarterly Congressional Committee. Each Director is expected to attend at least 75% of all Board meetings and conference calls and Annual attendance less than 75% Annual attendance less than 60% Annual attendance less than 50% Annual attendance less than 40% Annual attendance less than 30% an equal percentage of the meetings of each Absent from annual committee to which the Director is assigned. meeting. Each Director is expected to attend the Annual USIHC Member's meeting. Each Director is expected to be active on the Board and assigned Committee email discussion groups. Unless prior notice is given or extenuating circumstances exist, Board members shall check their Congress related email daily. Attendance for each Director is evaluated at the end of every calendar year. The work and deliberations of the Board and Unauthorized dissemination of confidential information that is deemed ultimately inconsequential by the BOD Unauthorized dissemination of confidential information that is deemed harmful by the BOD Repeat offense of unauthorized dissemination of confidential information that is deemed harmful by the BOD Third offense of unauthorized dissemination of confidential information that is deemed harmful by the BOD Fourth offense of unauthorized dissemination of confidential information that is deemed harmful by the BOD Committees are confidential; except to the extent decisions are publicly disseminated through the Board's authorized process, The President of the Board and other duly authorized persons shall be the only official spokespersons for the organization. Any Director contacted by the media or others in regard to any manner related to the organization or the Board shall not comment on that manner and shall refer all inquiries to such spokespersons. Lori motioned to approve the amendment. Leslie seconded. None were opposed. The motion carried unanimously.

New Business, the Proposed Amendment to Standard Code of Conduct/Ethics and Rubric (Policy #36) BOD meeting 1/10/19)

The BOD secretary read the following section of Policy #36, 8. Quotes indicate the information read at the meeting. "Proposed Amendment to Standard Code of Conduct/Ethics and Rubric (Policy #36) 8. Agreements and Contracts No Director will enter into an agreement or contract, oral or written, without the approval of the Board of Directors. No Director will submit a program to FEIF without approval from the Board of Directors. All Board of Directors members to sign in order to be active on the BOD. The Code of Ethics will be scanned, signed and returned on or before January 15th, of each year by email to the USIHC Secretary to be posted in the board email archives.

Acknowledged as of _____.
 (Director's Term (start – finish)

USIHC

 Board of Director's Signature Sign, Scan and return to the USIHC Secretary on or before January 15th. "Will made the motion to accept the language for the Proposed Amendment to Standard Code of Conduct/Ethics and Rubric (Policy #36) number 8. Lori

seconded the motion. The vote was called and the motion passed unanimously. The secretary will provide the document to be scanned, signed and returned by January 15th.

Policy # 36 Standard of Conduct (Ethics Code) updated document 1/10/19

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(Director's Term (start – finish))

USIHC

Board of Director's Signature Sign, Scan and return to the USIHC Secretary on or before January 15th.

Proposed USIHC Constitution Amendments for 2019

The following Amendments to the USIHC Constitution are being brought forward for the following reasons: 1. Currently, the only way to amend any part the USIHC Constitution is by a 2/3 affirmative vote at a General Meeting. Our General (Annual) meetings have on average 20 – 30 voting members present. This system does not allow the majority of the Membership to have a voice in the voting process. 2. USIHC currently uses an electronic email ballot system for the annual Board of Directors elections. By changing to an electronic mail vote process, all eligible voting members will have the same opportunity to vote for Constitution amendments and Membership Fee changes as well. The struck through wording will be replaced by the bold, italicized wording. Article XI - Amendments The Constitution may be amended at any General Meeting of the Congress, with the exception of a Special Meeting called under Article VIII, Section 6, of this

Constitution, by the affirmative electronic mail vote of two-thirds of the members voting on the amendment. Notice of all proposed amendments shall be in the possession of the Secretary at least sixty (60) thirty (30) days in advance of a General Meeting called electronic mail vote. The proposed amendments shall be included with the General Meeting agenda, otherwise the meeting shall have no power to deal with them. The voting period of an electronic mail vote shall be 30 days. Article XII – Membership Fees Membership fees shall be established by the Board of Directors and ratified at the next General Meeting approved by consent of a simple majority of eligible members participating in an electronic mail vote. The voting period of an electronic mail vote shall be 30 days.

3/26/19 LKC