

USIHC - BOD 10/20/09 MEETING MINUTES

Board Members:

Present: Doug Smith, Cindy Wescott, Kari Pietsch-Wangard, Ásta Covert, Kathy Lockerbie, Bernie Willis, Susan Peters, Karen Olson-Fields (Left call at 10:58 Eastern).

Excused: None

Observers: Dawn Shaw, Juli Cole, Jason Brickner (Joined call at 9:06 Eastern).

Meeting Called to Order at 9:04PM (Eastern).

Secretary's Report (Doug Smith)

2009 Board Election Results emailed to all members requesting electronic official notices and posted on the website. Copy sent to the *Quarterly* for publication in the December issue.

<i>Membership Summary (as of 10/17/09)</i>	Households	Members
Individual (Adult)	281 (+3, -35)	281 (+3, -35)
Family	111 (0, -19)	208 (Adult) (0, -24) 72 (Junior) (0, 0)
Junior	8 (0, 0)	8 (0, 0)
Total	400 (+3, -54)	569 (+3, -59)

The first number following each count is the number of new members or renewals processed since the September 19nd meeting. The second number is the difference between last year's membership level as of December 13, 2008 and the current membership.

Treasurer's Report (Kari Pietsch-Wangard)

Checking Account balance as of 9/30/09: \$5,411.21

Money Market account balance (includes Youth fund) as of 9/30/09: \$99,496.90

Combined cash balances: \$104,908.11

See attached financial statements.

The one-year certificate of deposit was renewed for another one-year term at 0.55% interest.

Kari has purchased and obtained the binder for the Board Errors and Omissions insurance approved at the September meeting.

Bernie requested a clarification that the World Championships related charges on the 2009 financial statements are only for the stalls and tack boxes. Kari confirmed that to be the case with a breakdown of 9 stalls at CHF\$460 each and 3 tack boxes at CHF\$250 each. There is also a 7.6% tax added to the total.

Registrar's Report (Ásta Covert)

No report received.

Standing Committee Reports

Breeding (Katrin Sheehan, Doug Smith liaison)

No report received.

Competition (Will Covert, Ásta Covert liaison)

- 2 Sanctioned shows have been completed this fall and are pending paperwork submission for posting to the web and inclusion in the National Ranking:
 - Eastern Seaboard
 - Flugnirkeppni – Multi Judge show
- 2 Sanctioned Shows remaining on the 2009 Calendar:
 - KYIHS 2009 – Multi Judge Show
 - CIA Open Fall Show
- A Sport Subcommittee is currently working on a proposal dealing with the World Championships tryout process and team selection that will be presented to the full Sport Committee for discussion and after that process is complete, it will be sent to the Board for their approval.
 - The Subcommittee is made up of Sport committee members who were a part of this year's WC team and had started a discussion in Switzerland about possible changes to the Tryout/Team Selection process.
 - The Subcommittee members are Doug Smith, Asta Covert, Kathy Love and Jason Brickner

Constitutional Review (Kari Pietsch-Wangard)

The committee has reviewed and endorses the attached “housekeeping” amendments for presentation at the annual meeting in January. The committee asks the Secretary to include these amendments in the notice of election to be sent to all member households in December.

As a reminder, all proposed constitutional amendments must be presented to the Secretary by December 7, 2009 (40 days before the annual meeting) for inclusion in the announcement sent to the membership.

Education (Alexandra Pregitzer, Bernie Willis liaison)

FEIF trainer seminars

- As reported before, the education committee felt that we needed to establish a standard for future FEIF trainer seminars in the US with guidelines beyond just the content of the seminar. To be included were topics like eligible clinicians and examiners, prerequisites etc.
- The education committee created a recommendation for guidelines. (See attached.) Our proposal is based on email exchanges with FEIF education chairman Ian Pugh, the concepts of other FEIF countries that have experience with similar trainer courses as well as discussions amongst the committee members.
- Some parts of the guidelines will need further work in the future to determine details (e.g. developing forms, prerequisite course etc.)
- We kindly ask the board members to review the proposed guidelines and to inform us of the board's opinion. If there are any questions due to the complexity of the topic or any changes the board would see, please inform us accordingly.
- The committee recommends for these guidelines to be effective as of Jan 1, 2010 (in time for a next trainer course planned for March) and for the prerequisites to be effective as of June 1, 2010 as it does not seem realistic to put prerequisites in place with such short notice. Plans that have been made already should be honored and enough time given to inform future participants of any changes.

MOTION (Doug Smith): The “Proposed Guidelines for future FEIF trainer seminars in the US” be referred back to the Education Committee for: (a) clarification of the number of examiners required for retesting (Section 8), (b) explanation of how these guidelines will apply to participants of prior seminars who are eligible for retesting, and (c) elimination of the “should” language and references to Congress entities beyond the scope of the Education Committee.

SECOND (Kathy Lockerbie)

VOTE:

For: Doug Smith, Cindy Wescott, Kari Pietsch-Wangard, Ásta Covert, Kathy Lockerbie, Karen Olson-Fields, Bernie Willis, Susan Peters

Against: None

Abstain: None

Absent: None

English materials for future trainer seminars

Still awaiting a final response from the IPZV.

Pleasure Riding (Karen Olson-Fields)

Nothing to report.

Promotion (Cindy Wescott)

The promotions committee has been working on getting some business cards for the trade shows.

The committee is setting up a way for members to notify one of the committee members for any news they may want published in "other breed" media. The committee contact person at this time is Juli Cole. Details are on the promotions page on USIHC website.

The next trade show is the Equine Affaire in Springfield, MA (Nov 13, 14 & 15). Unfortunately, the Icelandic Horse will not be in Fantasia this year. Brian Puntin from NEIHC will be there and will be doing breed demos. USIHC will have a booth display and brochures and *Quarterly* magazines will be handed out.

Regional Clubs (Barb Riva, Doug Smith liaison)

No report received.

Quarterly (Judy Strehler, Bernie Willis liaison)

The December issue is in production with two extensive features--one on the WC and one on the Youth Camp. It will be in members' mailboxes by December 1.

Web (Doug Smith)

Website updated to include requested changes from the Education, Sport, and Promotion committees to their committee pages.

Contributed photos project completed.

Added page to accept *Quarterly* replacement copy and back issue requests. New page linked to the committee and electronic magazine pages.

New page added to make enrollment in electronic notification easier. New page advertised on the Bulletin Board page and will receive a mention in the December issue of the *Quarterly*.

Youth (Susan Peters)

No report received.

Working Group Reports

Debtor Members Working Group (Kari Pietsch-Wangard)

The committee will present suggestions to the Board for which membership benefits should require “good standing”. Particular attention will be paid to any potential language changes in the constitution, as those need to be included in the annual meeting notice in December.

Old Business

- Email Voting
 - Authorize a breeding evaluation concurrent with the sanctioned show in Kentucky Breeding Evaluations with less than 60-days notice to participants.
For: Doug Smith, Bernie Willis, Ásta Covert, Kari Pietsch-Wangard, Cindy Wescott, Susan Peters, Kathy Lockerbie
Against: None
Abstain: None
Absent: Karen Olson Fields
- Outstanding Proposals
 - Funding for Regional Club Sponsored Breeding Evaluations (Breeding Committee)
This proposal was submitted directly by the committee and is not on the website. The Board referred this proposal back to Breeding in May for revision. No update received from the committee as of 10/17/09.
 - Establishment of Youth Scholarship Fund (Youth Committee)
Proposal Tracking Status: Referred to Youth Committee in February 2008. No update received from the committee as of 10/17/09.
 - Establishment of Youth Board (Youth Committee)
Proposal Tracking Status: Referred to Youth Committee in February 2008. No update received from the committee as of 10/17/09.

MOTION (Bernie Willis): The Chair of the Youth Committee shall establish and oversee a structure for a “Youth Board”. This committee shall have a youth chair and secretary and shall have a set meeting structure. Any recommendations of this committee shall be presented to the Youth Committee and full Board simultaneously.

SECOND (Susan Peters)

VOTE:

For: Cindy Wescott, Kari Pietsch-Wangard, Ásta Covert, Kathy Lockerbie,
Karen Olson-Fields, Bernie Willis, Susan Peters

Against: Doug Smith

Abstain: None

Absent: None

- Youth Representation (Youth Committee)
Proposal Tracking Status: Referred to Youth Committee in May 2008. No update received from the committee as of 10/17/09.
- Icelandic Horse Internship Program (Education Committee)
Proposal Tracking Status: Submitted to Education Committee in September 2008. No update received from the committee as of 10/17/09.

- USIHC Intern/National Breeding Judge (Breeding Committee)
Proposal Tracking Status: In Committee Discussion by Breeding as of April 2009.
No update received from the committee as of 10/17/09.
- Youth Leadership Fund (Youth Committee)
Proposal Tracking Status: Submitted to Youth Committee September 2009
No update received from the committee as of 10/17/09.

▪ P-1 Visa Letter Request (Susan)

MOTION (Susan Peters): The attached draft letter shall be sent to the attorney representing the individual requesting P1 Visa assistance. A request for the specific tests and scores received by the individual shall accompany the letter. If the attorney finds the letter acceptable, it shall be revised to include the scores and corresponding standing in the United States. The final draft of the letter shall be presented to the Board.

SECOND (Karen Olson-Fields)

VOTE:

For: Cindy Wescott, Kari Pietsch-Wangard, Ásta Covert, Kathy Lockerbie,
Karen Olson-Fields, Bernie Willis, Susan Peters, Doug Smith

Against: None

Abstain: None

Absent: None

New Business

- Reimbursement of \$185.70 for an airline ticket for a US camper at the Youth Camp after she missed her flight home and \$600.00 travel expense for a German trainer, Annie Heeman, to help at the Youth Camp. (Kari)

MOTION (Karen Olson-Fields): The Congress shall reimburse Barb Riva \$600 for the travel expenses of Annie Heeman from Germany to support the Youth Camp.

SECOND (Kathy Lockerbie)

VOTE:

For: Cindy Wescott, Kathy Lockerbie, Karen Olson-Fields, Bernie Willis, Susan Peters

Against: Ásta Covert, Doug Smith

Abstain: Kari Pietsch-Wangard

Absent: None

MOTION (Doug Smith): The Congress shall reimburse Barb Riva \$185.70 and thank her for her assistance in resolving the travel problems of the camper in question. The Congress shall make every effort to recover these costs from the child's parent.

SECOND (Ásta Covert)

VOTE:

For: Cindy Wescott, Kari Pietsch-Wangard, Ásta Covert, Kathy Lockerbie,
Karen Olson-Fields, Bernie Willis, Susan Peters, Doug Smith

Against: None

Abstain: None

Absent: None

- Allocation of profit from Youth Camp. (Kari)

MOTION (Kathy Lockerbie): The Board refers the question of how to allocate the profit from the Youth Camp to the Youth Committee and will consider the committee's recommendation at a future meeting.

SECOND (Karen Olson-Fields)

VOTE:

For: Cindy Wescott, Kari Pietsch-Wangard, Ásta Covert, Kathy Lockerbie,
Karen Olson-Fields, Bernie Willis, Susan Peters, Doug Smith

Against: None

Abstain: None

Absent: None

- Published rules for Breeding Evaluations in the United States. (Doug)

MOTION (Doug Smith): The Board directs the Breeding Committee to draft and present a set of rules and guidelines for the implementation of FIZO breeding evaluations in the United States.

SECOND (Karen Olson-Fields)

VOTE:

For: Cindy Wescott, Kari Pietsch-Wangard, Ásta Covert, Kathy Lockerbie,
Karen Olson-Fields, Bernie Willis, Susan Peters, Doug Smith

Against: None

Abstain: None

Absent: None

- Committee Membership: Activity and "In Good Standing" Requirements (Doug)
This item was withdrawn from the agenda.

- Bumper Sticker Distribution (Doug & Cindy)

Dawn Shaw has agreed to send the annual meeting announcement to all member households and include the bumper stickers with the annual meeting materials. Doug shall provide the annual meeting materials as soon as the Board has approved them.

- Annual Meeting: Awards and Agenda (Bernie)

MOTION (Bernie Willis): The Board shall adopt the attached agenda for the 2010 Annual Meeting.

SECOND (Doug Smith)

VOTE:

For: Cindy Wescott, Kari Pietsch-Wangard, Ásta Covert, Kathy Lockerbie,
Bernie Willis, Susan Peters, Doug Smith

Against: None

Abstain: None

Absent: Karen Olson-Fields

MOTION (Kari Pietsch-Wangard): The \$10 annual meeting fee approved at the September meeting shall only be collected from those members attending the afternoon seminars. The fee may be pre-paid with the awards dinner fees or may be paid at the door. The awards dinner fees must be prepaid..

SECOND (Kathy Lockerbie)

VOTE:

For: Cindy Wescott, Kari Pietsch-Wangard, Ásta Covert, Kathy Lockerbie,
Bernie Willis, Susan Peters, Doug Smith

Against: None

Abstain: None

Absent: Karen Olson-Fields

▪ American Horse Council Survey (Kari)

MOTION (Kathy Lockerbie): Kari shall respond with full detail to the request for information by the American Horse Council as the information requested is available on the website and in our annual report to FEIF.

SECOND (Ásta Covert)

VOTE:

For: Cindy Wescott, Kari Pietsch-Wangard, Ásta Covert, Kathy Lockerbie,
Bernie Willis, Susan Peters, Doug Smith

Against: None

Abstain: None

Absent: Karen Olson-Fields

Meeting Adjourned at 11:24PM (Eastern).

Annual Meeting Weekend Agenda – Proposed (Bernie)

Friday evening 7PM – 9PM -- Board meeting

Saturday 9AM - Noon

- Welcome of members
- Welcome and recognition of new board
- Annual Reports from each department
 - President
 - Secretary
 - Treasurer
 - Breeding
 - Competition/Sport
 - Constitutional Review
 - Education
 - Magazine
 - Pleasure Riding
 - Promotion
 - Regional Clubs
 - Registry
 - Website
 - Youth
- New Business
 - Constitutional amendments

Noon - 1PM -- Lunch

1PM - 5 PM

Seminars (Systa Björnsdóttir & Olafur I. Sigurgeirsson)

- Bone Spavin
- Insect bite hypersensitivity
- Color variation
- Bits and biting

6:30PM – 9PM -- Awards and Banquet

10/16/09

USIHC
Balance Sheet Standard
 As of September 30, 2009

	Sep 30, '09
ASSETS	
Current Assets	
Checking/Savings	
Associated Checking acct.	5,411.21
Associated Money Market Acct.	99,496.90
Total Checking/Savings	104,908.11
Other Current Assets	
CDs for Judge Scholarship Fund	
1 yr CD-#2201262884	1,015.25
2 yr CD-#2201262991	2,032.76
4 yr CD-#2201263072	7,140.59
Total CDs for Judge Scholarship Fund	10,188.60
Total Other Current Assets	10,188.60
Total Current Assets	115,096.71
TOTAL ASSETS	115,096.71
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2010 Youth Cup Fund-unexpended	710.00
Unexpended Judge Schlshp. Fund	10,000.00
Unexpended Youth Funds	2,222.97
Total Other Current Liabilities	12,932.97
Total Current Liabilities	12,932.97
Total Liabilities	12,932.97
Equity	
Opening Bal Equity	96,926.56
Retained Earnings	-4,559.35
Net Income	9,796.53
Total Equity	102,163.74
TOTAL LIABILITIES & EQUITY	115,096.71

**USIHC
Income/Expense Report
September 2009**

Income		Expense	
09 FEIF Youth Camp Income	190.00	09 FEIF Youth Camp Exp.	3,113.37
Interest Income	24.53		
Membership Related Income		Membership Related Expenses	
Membership Dues			
2009 Membership dues			
09 Individual Memberships	176.78		
Total 2009 Membership dues	176.78		
2010 Membership dues			
2010 Individual Membership	45.00		
Total 2010 Membership dues	45.00		
2011 Individual Membership dues			
2011 Individual Membership	45.00		
Total 2011 Individual Membership dues	45.00		
International fees			
2010 International Fee	15.00		
2011 International fee	15.00		
Total International fees	30.00		
Total Membership Dues	296.78		
		Quarterly Expenses	
Quarterly Inc.		postage for Quarterly	399.54
Quarterly back issue sales	22.52	Quarterly Printing	1,330.00
Total Quarterly Inc.	22.52	Total Quarterly Expenses	1,729.54
Website Inc.			
Website Ad Inc.	252.00		
Total Website Inc.	252.00		
Total Membership Related Income	571.30	Total Membership Related Expenses	1,729.54
		Promotional Exp.	
		Other Promotional expenses	347.92
		Total Promotional Exp.	347.92
Registry Income		Registry Acct. Expense	
Duplicate Registration fees	50.00		
Late Stallion Report fees	393.90		
Registration fees	421.91		
Transfer fees	118.09	Clerical for registry	406.00
Total Registry Income	983.90	Total Registry Acct. Expense	406.00
USIHC Non-Member fees	50.00		
USIHC Non-registration fees	100.00	World Championship Expenses	
		WC 09 Switzerland exp.	-495.00
		Total World Championship Expenses	-495.00
Total Income	1,919.73	Total Expense	5,101.83
Net Income (Loss)		(3,182.10)	

USIHC
Income/Expense Report
January through September 2009

Income		Expense	
09 FEIF Youth Camp Income	26,540.00	09 FEIF Youth Camp Exp.	16,434.40
		Competition Comm. Expense	
		Competition Judge Fee	1,000.00
		National Ranking Award Expense	1,134.95
		Competition Comm. Expense - Other	139.29
		Total Competition Comm. Expense	2,274.24
Education Seminar Inc.		Education Seminar exp.	
09 VT Chiropractic Seminar Inc.	490.00	09 VT Chiropractic Seminar Exp.	500.00
Judging Seminar Inc.		09 VT Judge seminar	2,104.92
09 VT Judge Seminar Inc.	1,995.00	Education Seminar exp. - Other	19.31
Total Judging Seminar Inc.	1,995.00	Total Education Seminar exp.	2,624.23
Education Seminar Inc. - Other	0.00		
Total Education Seminar Inc.	2,485.00		
		Elwell Breeding Award	216.66
Evaluation-FEIF fees	420.00	FEIF Evaluation fees	383.99
FEIF Conf. Reimbsmt.	3,581.50		
Interest Income	365.90		
Membership Related Income		Membership Related Expenses	
		Administration	
Annual Meeting Dinner Inc.	1,260.00	BOD Meeting exp.	240.00
Farm Listing		Conference Calls	199.08
09 Farm Listing	2,695.47	Government fee	395.00
Total Farm Listing	2,695.47	Mbshp. Postage	197.67
		Memorials	61.33
Membership Dues		Office Exp.	41.12
2009 Membership dues		Tax. Prep. Services	375.00
09 Family Memberships	4,455.81	Total Administration	1,509.20
09 Individual Memberships	8,889.46		
09 Youth Memberships	172.36	Annual Meeting Exp.	
Total 2009 Membership dues	13,517.63	09 Annual Meeting	
2010 Membership dues		09 Annual Meeting Dinner Exp.	1,388.57
2010 Individual Membership	45.00	09 Annual Meeting Printing	156.42
Total 2010 Membership dues	45.00	09 Annual Meeting Room Exp.	788.18
2011 Individual Membership dues		09 Speaker Hotel exp.	98.46
2011 Individual Membership	45.00	Total 09 Annual Meeting	2,431.63
Total 2011 Individual Membership dues	45.00	Total Annual Meeting Exp.	2,431.63
International fees			
09 International fee	0.45	FEIF related expenses	
2010 International Fee	15.00	FEIF Conf. exp.	4,190.96
2011 International fee	15.00	FEIF Mbshp fees	1,515.40
Total International fees	30.45	Wire fees for FEIF pmts.	40.00
Total Membership Dues	13,638.08	Total FEIF related expenses	5,746.36
Quarterly Inc.		Quarterly Expenses	
Quarterly Adv. Inc.	2,595.04	Graphics	3,000.00
Quarterly back issue sales	67.52	postage for Quarterly	1,388.39
Total Quarterly Inc.	2,662.56	Quarterly Printing	4,040.37
		Total Quarterly Expenses	8,428.76

USIHC
Income/Expense Report
January through September 2009

Income		Expense	
Website Inc.		Service fees	
Stallion Book Inc.		Bank Fees	
09 Stallion Book Listing	0.00	Returned check fees	0.00
Total Stallion Book Inc.	0.00	Bank Fees - Other	-7.00
Website Ad Inc.	1,126.85	Total Bank Fees	-7.00
Total Website Inc.	1,126.85	Total Service fees	-7.00
		Website	552.00
		WorldFengur Exp.	593.91
Total Membership Related Income	21,382.96	Total Membership Related Expenses	19,254.86
Pleasure Rider Program Inc.		Pleasure Rider Program Exp.	
09 PRP Mbshp. Inc.	767.31	08 PRP Award expense	856.21
2010 PRP Mbshp. Inc.	74.57		
Total Pleasure Rider Program Inc.	841.88	Total Pleasure Rider Program Exp.	856.21
Promotional Income		Promotional Exp.	
Brochure Inc.	172.98	Display booth shipping	191.33
Total Promotional Income	172.98	Equine Affair Exp.	744.00
		Other Promotional expenses	1,340.63
		Promotion Material Printing exp	2,498.35
		Total Promotional Exp.	4,774.31
Registry Income		Registry Acct. Expense	
Duplicate Registration fees	550.00	Clerical for registry	3,938.00
Late Stallion Report fees	2,093.90	Printing & reproduction-Regist.	110.82
Registration fees	6,120.16	Reg. Office supplies	41.12
Transfer fees	1,828.09	Reg. WorldFengur Sbscrptn exp.	139.06
		Registry Postage	245.32
Total Registry Income	10,592.15	Total Registry Acct. Expense	4,474.32
USIHC Non-Member fees	525.00	WC Team Tryout Expenses	
USIHC Non-registration fees	255.00	WC 09 Tryout expense	3,959.22
WC 09 Team Tryout Income	3,110.00	Total WC Team Tryout Expenses	3,959.22
		World Championship Expenses	
		WC 09 Switzerland exp.	5,170.08
		Total World Championship Expenses	5,170.08
		Youth Exp.	
		Youth Camp	
		Youth Camp Postage	53.32
		Total Youth Camp	53.32
		Total Youth Exp.	53.32
Total Income	70,272.37	Total Expense	60,475.84
TOTAL INCOME (LOSS)	9,796.53		

Proposed Constitutional Amendments:

Article III (Membership). Section 2:

Text (deletions shown struck through and additions in blue)

Application for membership shall be in writing to the Congress [or electronically via the website](#) and each applicant on becoming a member shall agree to be bound by the Constitution and amendments thereto and rules of the Congress. The Congress shall have the power to reject any application for membership.

Justification

The Congress has been accepting application via the website for the past two years. This change brings the Constitution into agreement with current practice.

Article VII (Board of Directors). Section 1:

Text (deletions shown struck through and additions in blue)

The affairs of the Congress shall be managed by a Board of Directors, nine in number, each of whom shall be an ~~Individual~~ [adult M](#)ember of the Congress.

Justification

In a recent amendment, other references to “Individual Member” as a general term were removed as the term is given a specific meaning in Article III Section 1(a). This change brings this section into agreement with the prior amendment.

Article VII (Board of Directors). Section 4:

Text (deletions shown struck through and additions in blue)

No two Directors may be elected [or appointed](#) from the same family.

Justification

This change solidifies the fact that no two active Directors may be related regardless of appointment to fill a vacancy or election by the membership.

Article VIII (Meetings). Section 2:

Text (deletions shown struck through and additions in blue)

Notice of meetings of the Board of Directors, ~~other than the one immediately following the Annual General Meeting, shall be mailed, postage prepaid, to each Director at least twenty one (21) days before the date of the meeting to his last known post office address appearing on the books of the Congress, or by telephone at least ten (10) days before the date of the meeting shall~~ [be posted on the Congress website at least ten \(10\) before the date of the meeting. The Directors and Chairs of all Committees shall be notified by email at least ten \(10\) days before the date of the meeting.](#)

Justification

Electronic announcements reach a wider audience at no cost to the Congress.

Article VIII (Meetings). Section 4:**Text (deletions shown struck through and additions in blue)**

Meetings of the Board of Directors may be held in person or by conference telephone call. Alternatively, the Board may be canvassed by email by the President and/or Secretary.

Justification

It is more cost effective and practical to use e-mail than US Mail.

Article VIII (Meetings). Section 7:**Text (deletions shown struck through and additions in blue)**

A copy of the Minutes of all meetings of the Board of Directors shall be ~~mailed within twenty-one (21) days following such meetings to each Director~~ approved by the Directors present and posted on the Congress website within fourteen (14) days following such meetings.

Justification

In the age electronic communication the minutes should be reviewed, approved, and posted within two weeks of a meeting. There is no benefit to the membership to having printed copies of the minutes mailed to the Directors when it is less expensive to post the minutes on the website for all to review.

**Proposed Guidelines for future
FEIF trainer seminars in the US**
with some additional thoughts on riding badge programs

1. Responsibilities and sanctioning

1.1 Hosting a FEIF trainer seminar

FEIF trainer seminars in the US and riding badge programs can be offered either by a private person or the USIHC itself (eligible hosts and location see below).

Anybody wanting to host a FEIF trainer seminar or a riding badge program should report their intention in a timely manner to the education committee. Suggested time line: 4 months before the start of the seminar. The information should include crucial information such as date, location, clinician, examiner etc... (form to be developed)

This time line will allow for enough time to make any changes that may in some cases be needed and it also allows time to advertise the events accordingly and thus making them accessible to more members (deadline Quarterly for advertising 2-3 months before each publication).

1.2 Sanctioning

Any seminar including some form of badge or certification thru the USIHC should be officially sanctioned by the USIHC (just like shows) as the USIHC is also the certifying association and participants passing receive an official badge or certificate for their achievements from the USIHC.

1.3 Financial risk

The financial risk is with the organizer and the organizer determines the price for participants.

1.4 Administrative support

The USIHC should offer administrative support to any host/organizer of a FEIF trainer seminar as well as a riding badge program as it is in the interest of the USIHC to further education and to develop educational programs in the US.

The USIHC education committee should provide forms for invitations, confirmations, a list of participants, a calculation form as well as book lists etc... (to be developed)

1.5 Advertising

The support should include free advertising of the event on the USIHC web site as well as advertising in the Quarterly magazine. It needs to be discussed if the advertising in the Quarterly would be free of charge, at a reduced rate or regular rate. The USIHC could create an ad layout to support the event advertising.

2. Prerequisites

2.1 Prerequisites for participants

FEIF trainer level 1:

- Current USIHC member
- riding badge or entry exam (see below)**
- first aid course
- participation in FEIF trainer level 1 course
- age 18

FEIF trainer level 2:

- Current USIHC member
- FEIF trainer level 1 or other equivalent certification
- Has had level 1 for min 1 year
- participation in FEIF trainer level 2 course
- age 18

2.2 Prerequisite course or entry exam for FEIF level 1

Experiences over the past two years have shown that participants in the FEIF trainer course were overwhelmed, did not realize what to expect and felt that some form of previous evaluation would have been helpful for them. It seems that a pre-course would offer all that – a chance to see how a course like this is being run, learn what level the expectations are and also to learn about ones weaknesses and strengths.

The education committee discussed several options and recommends a pre-course as a form of introduction before the trainer course. That course is not thought to teach all needed for the trainer course (not possible) but to offer some teaching and good insights of the status quo as well as being a great learning opportunity for advanced riders in itself.

Our suggestion is to combine some of the existing high level riding badge programs and to adapt them to the needs closer to a FEIF level 1 trainer course (see our web site or FEIF web site for details). This prerequisite course could be created relatively easily based on the riding badges we have already. We suggest the following outlines as a concept:

- aiming for a 5-7 day course including a one day exam
- basing the course on pleasure riding badge level 2 with part of competition riding badge level 2 or 3
- making the course available to anybody interested in this education, even if the participant does not want to use it to enter a trainer course
- use of the course for preparation, to learn about weaknesses and strength and to get an idea of how the trainer course will be structured

clinicians:

- either same as FEIF level 1 / 2 clinicians
- alternatively any certified Icelandic horse riding instructor
- alternatively certified Icelandic horse riding instructors with a certain level

examiners:

- either same as FEIF level 1 / 2 examiners
- alternatively certified Icelandic horse riding instructor
- alternatively certified Icelandic riding instructor with a certain level
- alternatively any certified International FEIF sports judge

entry exam:

Because there may be candidates for the trainer seminars that don't feel the need for such a preparation or opportunity to learn where they are at with their knowledge, we could offer an **entry exam**. Passing the entry exam would give access to the trainer seminar. The easiest way of doing this would be for the interested participant to come to the prerequisite course on the day of the exam and to participate in it.

Higher levels of trainer courses can be re-visited as we start offering them.

2.3 Prerequisite for location

- dressage arena
- oval track
- round pen or suitable location for lunging
- suitable accommodation for guest horses
- class room or suitable room for theory sessions
- suitable infrastructure (motels, options for meals etc..) for participants
- preferably schooling horses available for participants flying in
- preferably varying locations throughout the US if possible

2.4 Prerequisite for host

- current USIHC member

3. Clinicians and examiners

3.1 Eligible clinicians

Eligible to teach the FEIF trainer course is anybody who has either (any one of the following prerequisites applies)

- a) taught this course before
- b) taught a very similar course before that compares to the FEIF trainer course
- c) is suited to teach this course because of her/his knowledge and expertise in training horses, instructing riders and teaching horse trainers/instructors, specific to the Icelandic horse (to be reviewed and pre-approved by the USIHC board based on recommendations by this committee)

We would further recommend that any clinician should be pre-approved with the course "sanctioning". We would also further suggest that we encourage organizers to include further non-icelandic horse specific teachers (insurance, vet, farrier, dressage instructor, jumping instructor....) for parts of the course for specific topics and they, too, should be pre-approved.

3.2 Eligible examiners

Eligible to conduct exams for the FEIF trainer course is anybody qualifying as a clinician. Any FEIF trainer course in the US should be examined by two (2) examiners. To make the courses affordable in the US, one examiner can be the person teaching the course. The second examiner has to be independent (not having taught in the course).

The terms and conditions for retesting (if participant fails one topic) shall be the same with the exception of the location where the existence of facilities can be adapted to the needs of the exam (e.g. no round pen needed if the participant will be retested in gait riding).

We would further recommend that any examiner should be pre-approved with the course "sanctioning".

4. Materials

The following materials should be provided:

- book list, to be submitted to participants min 2 months ahead of time
- list of theory content (planned, not possible to determine all exact content without exceptions), to be submitted to participants min 2 months ahead of time
- manual (we are working on getting the IPZVs permission to translate the Trainer C materials)
-

5. USIHC presence

The committee was considering to have a board member present but after some discussions we concluded that it is not realistic and necessary.

6. Length of seminar

18-20 days depending on exact content, number of participants/group size and other circumstances

7. Content of course and exam

Pre-determined by the FEIF education matrix content but it would make sense to put together our own outline that is based on that matrix adding some topics that are specific (poisonous plants in the US, insurance and liability in the US etc...).

My recommendation would be for this committee to put together our own outline in 2010.

8. Retesting

- if a participant fails more than 50 % of all exams, they should retake the seminar and exams
- if a participant fails a partial exam (oral or riding), they should be allowed to retest the exam which they failed without retaking the seminar
- suggested time frame: max 3 years should pass between the failed exam and the first, new try
- suggested number of tries possible: unlimited up to max 5 years from the date of the failed exam
- same terms as for initial seminar (with regard to the examiner etc...)
- number of examiners needed: 2
- prerequisites for host and location can be adjusted/modified
- to be requested and pre-approved by the USIHC

9. Currencies

Trainers holding a certificate should show that they educate themselves to stay up to date.

FEIF trainer course level 1 and 2

- proof of participation in minimum one (1) educational pre-approved seminar every 2 years (USIHC education committee should pre-approve the seminars)
- seminars can be locally, national or international
- does not have to be Icelandic horse related as long as the topic is related to the work of an Icelandic horse riding instructor and trainer

10. Effective

We suggest that these outlines should be enforced starting Jan 1, 2010 with prerequisites being effective as of Jun 1, 2010 as it won't be realistic to have those effective before then.

Other outlines can be followed and honored for the planned March course in GA (except for timely advertising in the Quarterly magazine).

Oct 8th, 2009

USIHC Education Committee

Dear

I am the President of the United States Icelandic Horse Congress. I understand that Ms [] has applied for a United States visa customarily awarded to athletes with significant accomplishments in their home countries.

The USIHC is an organization that is a member of FEIF, the International organization recognized as the primary organization responsible for all aspects of the Icelandic Horse, including, the setting of rules governing the recognition of standard set for sanctioned shows held in 22 member countries.

The USIHC does not have the authority to endorse the petition of any athlete wishing to enter the United States. We can, however, state that all sanctioned shows in the US and in any member country are assessed according to the International rules set by FEIF and riders are assessed during shows in accordance with an absolute scale ranging from 1-10. FEIF also publishes a ranking of its competitors.

I have reviewed the accomplishments of Ms [] and note that she has won top recognition in several shows in her home country and in Europe. Upon a review of the scores she has achieved, these scores compare with top riders in the United States in accordance with the data on the attached list. Based upon a comparison of her scores with those of top riders in the United States we can conclude that she would fall within the top [X%] of riders in the United States.

We hope this assists you in your assessment of Ms []s petition.

Yours truly,

Bernie Willis
President, USIHC