

## **USIHC - BOD 03/24/09 MEETING MINUTES**

### **Board Members**

Present: Kathy Lockerbie, Susan Peters, Cindy Wescott,  
Karen Olson-Fields, Ásta Covert, Doug Smith, Bernie Willis

Excused: Laura Benson, Kari Pietsch-Wangard

### **Observers**

Julie Cole, Dawn Shaw, Annette Coulon

### **Meeting Called to Order at 9:10PM (Eastern)**

### **Secretary's Report (Doug Smith)**

Revised mailing list created for the March issue of the *Quarterly* following the membership push. The membership numbers improved but are still down from 2008.

<i>Membership Summary (as of 3/20/09)</i>	<b>Households</b>	<b>Members</b>
<b>Individual (Adult)</b>	211 (+30, -105)	211 (+30, -105)
<b>Family</b>	86 (+13, -42)	161 (Adult) (+26, -71) 56 (Junior) (+9, -16)
<b>Junior</b>	7 (+2, +1)	7 (+2, +1)
<b>Total</b>	<b>304 (+45, -146)</b>	<b>435 (+67, -191)</b>

*The first number following each count is the number of new members or renewals processed since the last meeting. The second number is the difference between last year's membership level as of December 13<sup>th</sup> and the current membership.*

Budget forecast -- Mailing expenses (\$836.64)

- Youth Camp/WC Tryout postcard (actual) (\$106.64)
- Annual meeting notice (assuming large postcard) (\$140.00)
- Notice of Election (assuming large postcard) (\$140.00)
- Election ballot packet (single envelope) (\$450.00)

### **Treasurer's Report (Kari Pietsch-Wangard)**

Checking Account balance as of 2/28/09: \$26,067.34

Money Market account balance (includes Youth fund) as of 1/31/09: \$74,290.10

Combined cash balances: \$100,357.44

*See attached financial statements.*

### **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)**

- 1) New edition of the FIPO will go into effect on April 1, 2009
- 2) Updated USIHC Sanctioned Show Rules will also go into effect on April 1, 2009 (attached)
- 3) Budget for 2009
  - a) WC Tryouts . (4 Venues)
    - i) Judges Airfare \$ 1,147.20
    - ii) Judges Daily Fees \$1,800 .00
  - b) 2.WC Stall Rental Fees
    - i) Horse stalls 460 Swiss Francs (Currently \$388) per stall, if 7 horses = \$2,716
    - ii) Tack Stalls 250 SwF (\$211)  
2 Tack Stalls needed for more than 5 horses  
No trailer parking near barn for storage will be allowed
  - c) National Ranking Awards
    - i) BOD approved \$600 per year in 2007
  - d) Income
    - i) Non-Member/ Non-Registered Horse fees
    - ii) 2008 income was \$980
    - iii) WC Tryout Fees
      - (1) Estimated \$750 per site minimum or \$2,500
      - (2) Proposed Judges Seminar in CA \$379.44

Susan requested clarification of the Tryout registration process. She was referred to the web site ([www.icelandics.org/wc\\_team](http://www.icelandics.org/wc_team)) and Will Covert.

### **Education (Alexandra Pregitzer, Bernie Willis liaison)**

*See attached report and trainer certification documents.*

**The Board commends Alex and her team for putting together what is, without doubt, the most comprehensive description of trainers in the Icelandic Horse world.**

Following a brief discussion, the Board asks the Education Committee to prepare a summary page for the website that presents a broad overview to be used as a roadmap for the nearly twenty pages of detailed information. There was a request that some of the language be “Anglicized” to make the document more appealing to the American audience.

Bernie took the action item to work with the Education Committee on the language and summary issues. A revised version of the materials will be presented for Board review before they are posted on the website.

Bernie asked Susan to give an overview of her experience at the recently concluded Trainer Level I seminar.

- Overall, the experience was very positive albeit grueling.
- The quality of instruction was excellent.
- The course continues to be based on excellent materials prepared by Walter Feldman. However, the materials are in German, which poses a significant problem. Without infringing on Mr. Feldman’s copyright, the students are constructing a “study guide” to help future seminar participants navigate the German materials more efficiently.

- Susan believes there should be some prerequisites for this seminar. She opted to attend for the educational benefit and elected to skip some of the testing for which she felt under-prepared. Participants would have a better chance for success if some prerequisites were in place. Bernie will take this recommendation to the Education Committee for discussion.

### **Pleasure Riding (Karen Olson-Fields)**

No report received.

### **Promotion (Cindy Wescott)**

Cindy asked for clarification of the Promotion Committee budget. Bernie gave an overview of the Congress budget history and plans for the future: The Congress has spent funds ad hoc. This year for the first time in recent history, if not ever, the Board intends to look at the budget as a whole and try to make firm plans for the coming one or two years.

Cindy has researched shipping options for the Congress event booth. The USPS is the most expensive way to ship it (approximately \$130). FedEx and UPS are much better options at nearly half the price. The last time the booth was shipped via UPS it only cost \$60. Cindy will work on a set of booth related policies/instructions to minimize the cost of shipping the booth. The Committee is also investigating the purchase of a second booth. A recommendation will be presented to the Board at a future date.

Cindy is investigating potential ad placements:

- “Trail Rider” magazine. Short deadline but only \$105 for a half page ad. Cindy is trying to find regional clubs that might be willing to share the space.
- July is Icelandic month in “Equine Journal”. Cindy has a spotlight placement she is willing to donate to the Congress to promote the Icelandic Horse. She will work with Nancy Marie Brown to come up with an article to submit.
- Several other magazines including “Horse Illustrated” and a regional publication in the Northwest are candidates for ad and/or article placement. Cindy will research the relative costs and circulations and report back in the form of a budget suggestion at the April meeting.
- Cindy and Nancy Marie Brown will work together to come up with a standard article we can easily use for regional publications.

The promotions committee has been exploring many new ideas:

1. We are in the beginning stages of coming up with a new display for our trade shows. We have a booth reserved for the upcoming Equine Affaire in Columbus, Ohio and will have representation from the USIHC full time offering brochures and will have the newest *Quarterly* on sale for \$5.00. We also plan to do a membership drive during this trade show.
2. We are working on getting the regional clubs together so we can all work as a team in order to promote our breed and USIHC the best way possible. We need to advertise our events in the area where they are happening so people can come meet and see our breed and learn more about them. We feel a great need for advertising.
3. We are also looking into getting bumper/window stickers. As this would be a good visual advertisement to let people know about us. Initial estimates indicate a price of \$200 for 500 stickers. The Committee is working on artwork for the Board’s review. Suggestions include “proud member of”, the web site, the logo, emphasizing the “Icelandic Horse”.
4. We need to let members know that Izzo’s offer “congress branded clothing”. We are hoping Izzo’s would be willing to place an ad in our next *Quarterly Magazine*. Cindy tried to explore ordering clothing via the Internet and found Izzo’s doesn’t really have a good flow. Cindy, Kari

and Doug have been instructed to work to place a page on the USIHC's website that will make it easy for members to order selected items. Those who have explored the Izzo's process find it to be too awkward to just link to.

### **Regional Clubs (Annette Coulon, Doug Smith liaison)**

All regional clubs have submitted their renewal paperwork with the exception of the Texas Tölter who are presumed disbanded.

### **Quarterly (Judy Strehler, Bernie Willis liaison)**

No report received.

### **Web (Doug Smith)**

- Added Youth Fund Donation support to on- and off-line membership forms.
- Increased number of website sponsors to 6 active with two more strong leads.
- Coordinated with World Fengur for the renewal of members' subscriptions. All indications show the process is working fine. No member complaints received to date.

Budget forecast:

- Income (average of 5 sponsors per month @ \$20/month/sponsor): \$1,200.00
- Expense (web site hosting fees) (\$120.00)

### **Youth (Laura Benson)**

Doug relayed a report from Laura that four applications have been received for campers from the US. As six slots were allocated for US campers, all four applications were approved.

## **Old Business**

### **▪ Email Votes**

- Shall the Board authorize spending a total of \$312 to share booth space with Guðmar Petursson at the April Equine Affiire in Ohio?

Yes: Doug, Bernie, Kari, Ásta, Laura, Susan, Kathy, Cindy, Karen

No: None

- Is Doug instructed to make a last minute renewal plea on the Yahoo "Forum" group and bulletin board page to try to boost the membership before the March *Quarterly* goes to press?

Yes: Doug, Bernie, Kari, Ásta, Laura, Susan, Kathy, Cindy, Karen

No: None

- Should an additional 225 copies of March *Quarterly* be printed at a cost of approximately \$275 for use as a promotional tool at the April Ohio Equine Affaire event?

Yes: Doug, Bernie, Ásta, Susan, Kathy, Cindy, Karen

No: None

### **▪ Web site message on trainer qualifications (Bernie)**

See attached documents included with the Education Committee report. Discussion of this item took place during the presentation of the Education Committee report. Refer to the report section above for details.

### **▪ Quarterly mining for website content (Doug)**

Approximately 20 articles from the *Quarterly* and out-of-print issues of *Tölt News* have been received. The quality of the scans provided was not sufficient to extract the text for the website.

Gayle Smith is in the process of rescanning the articles and extracting the text. Once the full body of articles has been processed they'll be formatted for the website.

▪ **Insurance (Kari & Susan)**

Susan reported this is really a mix of old and new business.

○ Old Business:

The immediate need for insurance to cover the booth at Equine Affaire has been resolved by sharing booth space with Guðmar Petursson.

○ New Business:

Further investigation should take place regarding the need and availability of E&O (Errors and Omissions) insurance for the Board. There is a degree of exposure to the Congress though our role as the national horse registry. Further, there may be benefit to having E&O insurance for the Board at large to protect us in the event of a problem with an event or our day-to-day business. Insurance as a member benefit is also worth revisiting.

At the very least, Susan would like the Board to directly consider its liabilities and exposures and make a conscious decision regarding insurance.

Kari and Susan will continue to research options for E&O, general liability, and member-benefit insurance options. This item has been reset for the May meeting.

▪ **Signing Authority Policy (Kari & Doug)**

Reset for the May conference call.

**New Business**

▪ **Extension of Diana Schmidt's membership until January 1, 2010 (Bernie)**

Bernie has received a complaint from a member, Diana Schmidt, who joined the Congress on October 8<sup>th</sup> (11 days before the magic cutover date for the new member year). She didn't understand her membership would only last until the end of calendar 2008. Had she known that she would have not signed up.

Upon review, the October 19<sup>th</sup> date is somewhat arbitrary. Using the measure of the *Quarterly* issues any date between August 16<sup>th</sup> and November 15<sup>th</sup> is essentially the same. Any of those dates amount to "5 issues for the price of 4". After some discussion of the topic, the Board approved the following:

1. Any members who joined the Congress between October 1, 2008 and October 19, 2008 will be granted an extra year of membership, as though they had joined on the 19<sup>th</sup>. Any members who have not renewed for 2009 will receive the 2009.1 (March) issue of the *Quarterly* at our postage expense. **[After the meeting, Doug investigated the number of members in this situation. Three members joined in the 10/1 to 10/19 timeframe. An additional two joined between 9/15 and 10/1. Of those five members, two have renewed for 2009. In an email discussion between the meeting and the publication of the minutes, the Board approved adding one year to all five memberships and mailing the *Quarterly* to the three members who did not renew for 2009.]**
2. The "magic" date for new members receiving credit for the current, partial year and the following full year will be changed to December 1.
3. The new "magic" date will be made more prominent on both the PDF membership application form ([www.icelandics.org/download/membership.pdf](http://www.icelandics.org/download/membership.pdf)) and in the online membership application process.
4. The initial change of "magic" dates will change both the handling of new membership and renewals. Current members will not be allowed to renew online until after

December 1<sup>st</sup>. Doug will investigate separating the renewal date and the new member “magic” date and report back at the May meeting.

▪ **Approval of 2009 Sanctioned Show Rules**

The Board approved the attached rules approved and submitted by the Sport Committee. Doug is instructed to make any necessary formatting changes and publish the rules on the website.

▪ **Approval of 2009 Seminars and Pricing**

The Board approved the seminar schedule and pricing (see attached). Susan Peters abstained from the voting.

The Board addressed Alex’s request for a 20% across-the-board discount as a separate issue. In general, the Board feels a blanket discount is not appropriate given the economy and our current membership situation. However, the Board feels this is an excellent way to offer the membership a benefit and encourage earlier enrollment in seminars. The Board approved: A 20% discount for all Congress members who enroll in a seminar and pay in full 30 days before the start of the seminar. Discounted payments are eligible for a 50% refund up to 10 days before the start of the seminar and are non-refundable within 10 days of the start of the seminar. Susan Peters again abstained.

▪ **How should the extra issues of the March *Quarterly* be distributed at Equine Affaire?**

The Board approved selling the 2009.01 (March) issue at Equine Affaire for \$5/copy. Anyone who signs up or renews will receive a free copy. Cindy will email Doug with a list of names of new members who have received a magazine so Gayle won’t send duplicate copies in the Welcome Packets.

▪ **Recognition of *Tölt News* articles on web site (Doug)**

Doug is instructed to include a text box at the top of each *Tölt News* article describing the magazine including a their logo and a link to their website. Both Andrea Barber of *Tölt News* and the Board have approved.

▪ **Currency Requirements for Intern Judges (Doug)**

A discussion took place regarding the challenges of keeping our intern judges advancing their training and skills while not making it more difficult to find judges for schooling shows. There was agreement that while we need to support schooling shows it is not in anyone’s best interest to have judges who aren’t doing the best possible job at any show. The following ideas were discussed for referral to Education and Sport:

1. Require intern judges working along side or scribing for licensed judges at sanctioned shows to obtain an evaluation from the licensed judge a copy of which to be forwarded by the show organizer to the Education committee. This would give the intern judge direct feedback and give us feedback about where the judge training is doing well or needs improvement.
2. Strongly encourage attendance at either the refresher seminar in Vermont or the FEIF Sport Judge seminar in Europe.
3. In the future, look to requiring attendance at a continuing education seminar to maintain the license.
4. Remind the intern judges of the Congress Judge Scholarship Fund.

Kathy requested another full intern judge training seminar be set to get new intern judges into the process.

▪ **Pleasure Rider Program Changes (Karen)**

Withdrawn.

- **Congress Brochure Update (Doug)**

Four thousand copies of the brochure have been distributed for two specific events and to all farm owners and Regional Clubs who requested their complimentary copies. Unfortunately, there was a cropping error made by the printer and not caught by Doug before the full production run. On the page with the five gaits, the rider in walk is missing half of his head and the horse in pace is missing part of its feet. Doug is working with the printer to have the 6,000 copies printed to replace the not-yet-distributed stock. The replacement copies will be at no cost to the Congress.

- **Dedicated Budget Meeting (Susan)**

As Susan's urging the April meeting will be dedicated exclusively to the budget. Each committee chair will be expected to provide a budget for the next year – ideally two years. There will be no other business or reports set for the April meeting. Any urgent issues will be addressed by the Board via email discussion and reported in the minutes of the April meeting.

- **Late Youth Camp Application (Annette Coulon)**

Annette raised a concern relayed from Kimberly Hart regarding a potential Youth Camp camper from the US whose application was not submitted before the deadline due to a family emergency. Given we have two open spaces for US campers, the Board asked Annette work with Kimberly to get the application to Laura as soon as possible with the expectation that it will be accepted as long as it is in order.

**Meeting Adjourned at 10:50PM (Eastern)**

03/19/09

**USIHC**  
**Balance Sheet Standard**  
 As of February 28, 2009

	Feb 28, '09
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Associated Checking acct.	26,067.34
Associated Money Market Acct.	74,290.10
Total Checking/Savings	100,357.44
Other Current Assets	
CDs for Judge Scholarship Fund	
1 yr CD-#2201262884	1,005.05
2 yr CD-#2201262991	2,010.84
4 yr CD-#2201263072	7,046.47
Total CDs for Judge Scholarship Fund	10,062.36
Total Other Current Assets	10,062.36
Total Current Assets	110,419.80
<b>TOTAL ASSETS</b>	<b>110,419.80</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Unexpended Judge Schlshp. Fund	10,000.00
Unexpended Youth Funds	2,105.00
Total Other Current Liabilities	12,105.00
Total Current Liabilities	12,105.00
Total Liabilities	12,105.00
Equity	
Opening Bal Equity	96,926.56
Retained Earnings	-4,559.35
Net Income	5,947.59
Total Equity	98,314.80
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>110,419.80</b>



**USIHC**  
**Profit and Loss Standard**  
February 2009

**Income**

**Membership Related Income**

**Farm Listing**

09 Farm Listing

106.81

**Total Farm Listing**

106.81

**Membership Dues**

2009 Membership dues

09 Family Memberships

890.28

09 Individual Memberships

1,849.75

**Total 2009 Membership dues**

2,740.03

**International fees**

-26.63

**Total Membership Dues**

2,713.40

**Website Inc.**

Website Ad Inc.

117.96

**Total Website Inc.**

117.96

**Total Membership Related Income**

2,938.17

**Pleasure Rider Program Inc.**

09 PRP Mbshp. Inc.

244.38

2010 PRP Mbshp. Inc.

45.00

**Total Pleasure Rider Program Inc.**

289.38

**Promotional Income**

Brochure Inc.

59.00

**Total Promotional Income**

59.00

**Registry Income**

Late Stallion Report fees

300.00

Registration fees

1,000.00

Transfer fees

315.00

**Total Registry Income**

1,615.00

**USIHC Non-Member fees**

30.00

**USIHC Non-registration fees**

15.00

**Total Income**

4,946.55

**Expense**

**Competition Comm. Expense**

Competition Judge Fee

1,000.00

National Ranking Award Expense

61.76

**Total Competition Comm. Expense**

1,061.76

**Elwell Breeding Award**

55.03

**Membership Related Expenses**

**Administration**

Mbshp. Postage

9.34

**Total Administration**

9.34

**Quarterly Expenses**

postage for Quarterly

27.13

**Total Quarterly Expenses**

27.13

**Total Membership Related Expense:**

36.47

**Promotional Exp.**

Equine Affair Exp.

435.00

**Other Promotional expenses**

90.00

**Total Promotional Exp.**

525.00

**Registry Acct. Expense**

Clerical for registry

297.00

Reg. Office supplies

19.38

**Total Registry Acct. Expense**

316.38

**WC Team Tryout Expenses**

1,147.20

**Total Expense**

3,141.84

**Net Income**

1,804.71

**USIHC**  
**Profit and Loss Standard**  
January through February 2009

<b>Income</b>		<b>Expense</b>	
Interest Income	32.86	Competition Comm. Expense	
		Competition Judge Fee	1,000.00
		National Ranking Award Expense	<u>1,134.95</u>
		Total Competition Comm. Expense	2,134.95
		Elwell Breeding Award	216.66
<b>Membership Related Income</b>		<b>Membership Related Expenses</b>	
Annual Meeting Dinner Inc.	1,260.00	Administration	
Farm Listing		BOD Meeting exp.	240.00
09 Farm Listing	<u>1,618.10</u>	Conference Calls	199.08
Total Farm Listing	1,618.10	Mbshp. Postage	19.76
Membership Dues		Memorials	<u>61.33</u>
2009 Membership dues		Total Administration	520.17
09 Family Memberships	2,619.29	Annual Meeting Exp.	
09 Individual Memberships	5,188.35	09 Annual Meeting	
09 Youth Memberships	<u>103.68</u>	09 Annual Meeting Dinner Exp.	1,388.57
Total 2009 Membership dues	7,911.32	09 Annual Meeting Printing	156.42
International fees		09 Annual Meeting Room Exp.	788.18
09 International fee	27.08	09 Speaker Hotel exp.	<u>98.46</u>
International fees - Other	<u>-26.63</u>	Total 09 Annual Meeting	<u>2,431.63</u>
Total International fees	0.45	Total Annual Meeting Exp.	2,431.63
Total Membership Dues	<u>7,911.77</u>		
Quarterly Inc.		Quarterly Expenses	
Quarterly Adv. Inc.	<u>72.52</u>	postage for Quarterly	<u>27.13</u>
Total Quarterly Inc.	72.52	Total Quarterly Expenses	27.13
Website Inc.		Service fees	
Stallion Book Inc.		Bank Fees	<u>-10.00</u>
09 Stallion Book Listing	<u>0.00</u>	Total Service fees	<u>-10.00</u>
Total Stallion Book Inc.	0.00	Total Membership Related Expenses	2,968.93
Website Ad Inc.	<u>117.96</u>		
Total Website Inc.	<u>117.96</u>		
Total Membership Related Income	10,980.35		
Pleasure Rider Program Inc.		Promotional Exp.	
09 PRP Mbshp. Inc.	561.50	Equine Affair Exp.	435.00
2010 PRP Mbshp. Inc.	<u>45.00</u>	Other Promotional expenses	<u>90.00</u>
Total Pleasure Rider Program Inc.	606.50	Total Promotional Exp.	525.00
Promotional Income		Registry Acct. Expense	
Brochure Inc.	<u>59.00</u>	Clerical for registry	894.00
Total Promotional Income	59.00	Reg. Office supplies	<u>19.38</u>
Registry Income		Total Registry Acct. Expense	913.38
Late Stallion Report fees	400.00		
Registration fees	1,325.00	WC Team Tryout Expenses	1,147.20
Transfer fees	<u>405.00</u>		
Total Registry Income	2,130.00	Total Expense	<u>7,906.12</u>
USIHC Non-Member fees	30.00		
USIHC Non-registration fees	<u>15.00</u>		
Total Income	13,853.71		
<b>Net Income</b>	<b>5,947.59</b>		

## **USIHC Education Committee report**

### **⇒ Creation list of certified trainers in the US and description of different trainer programs for USIHC web site**

Sara and I finished off the descriptions of 3 programs – FEIF, FT and IPZV. I am attaching the programs for your information.

The content is from the web sites of FEIF, FT and IPZV. Any FT information we added was reviewed by Laura Benson so all should be correct with regard to the content.

All of it may need editing to ensure there are no mistakes with regard to spelling and grammar. Each introduction contains some of our own words to help understand the program. I pointed that out so that there is no mistaking that by any information of any of the associations.

***Please approve this information or inform me of any changes you would like to see*** so that I can forward the program to Doug for placing on the USIHC web site.

All Trainers will get an email this weekend to verify their data and to make sure they agree to be on the web site.

### **⇒ FEIF trainer level 1 seminar**

The March seminar at Creekside Ranch took place over the course of the last weeks with exams past Tuesday and Wednesday. I asked Katrin to send me a list of all participants with addresses and also to inform us who passed so that we can start working on the certificates to send those out in a timely manner.

### **⇒ Riding Badges 2009**

- Barb Riva at Winterhorse Park offered a seminar for riding badge level 1 which was being taught over the course of the last months. Last week Thursday, the students had their exam and all 8 of them passed. One was a returning student who had taken his seminar in 2007 but did not take the exam yet.
- Instructor: Ann Christin Kloth, IPZV trainer B

- Examiner: Anne Heeman, IPZV trainer
- The names of the students will be published in the next QUARTERLY in the NEWS section to honor their achievement.
- Anne Heeman suggested to put together a written program for the riding exam (like a dressage test) as a tool for examiners. So far, we have requirements on what students have to show for their practical exam but not a written program for the examiner. She said she thought it would be helpful. The Education Committee is working on a suggestion.

#### ⇒ **seminars 2009**

I submitted a list of the planned seminars for CA and VT separately. That information contained a brief description, information on dates and locations and detailed calculations for each of the seminars.

***I am waiting for the board approval of those seminars.***

#### ⇒ **Web site articles extracted from QUARTERLY and TOLTNEWS**

Bernie had suggested that we should mine the old QUARTERLYS for educational articles to extract them and have Doug put them on the USIHC web site as a source of knowledge available to members.

Two members of the education committee worked thru Quarterlys dating several years back and found some great articles that were submitted to Doug who is going to make them available on the web site.

Martina Gates from Toltnews also provided Toltnews articles of those issues that are not on back order any more and contributed another few great articles.

In exchange, Andrea Barber was requesting if Toltnews could get some advertising on the web site. Doug was going to take care of this request for me.

This outline summarizes the education of a  
FEIF Icelandic Horse Trainer and Instructor.

Information obtained from FEIF website.

Prepared with introduction from the FEIF web site as well own  
words (not reflecting the FEIF web site) by Alexandra Pregitzer,  
USIHC Education chair.

## **FEIF International Federation of Icelandic Horse Associations** **Trainer education**

### **Mutual acknowledgement of trainers – The FEIF trainer/instructor matrix**

The aim of the education department was from the beginning strengthening the international exchange in development and education and to secure equal standards in education. Thus, the FEIF-Education Committee developed the FEIF-Trainer/Instructor Matrix, a milestone for education work, which demonstrates the equivalence of similar training qualifications in different FEIF member associations. Qualifications gained in in one participating FEIF member country are recognised by the other participating member associations. More information about the [FEIF-education matrix](http://feif.glitnir.nl/documents/edmatrix07.pdf) can be found on the FEIF website at

<http://feif.glitnir.nl/documents/edmatrix07.pdf>

The FEIF trainer/instructor matrix was signed by 13 member associations at the FEIF conference in Amsterdam. Meanwhile more than 900 trainers/instructors are registered in the FEIF trainer/instructor list.

Compared to a college like Holar, this is a completely different approach. The actual trainer courses are rather short, mostly two week seminars. They are an intense seminar with different riding instruction, ground work and class room style theory over the course of each day that is thought to offer students help and advice pointing out their strengths and weaknesses and giving them a good preparation for the two day exam.

In comparison to FEIF member countries, FEIF does **not** certify instructors and trainers, FEIF offers a tool. The trainers and instructors get certified by their countries Icelandic horse association.

The following pages are listing the different trainer programs for instructors and trainers.

# FEIF Trainer Level 1

## Definition

This Trainer is able to teach beginners and pleasure riders in basic riding skills and gait riding with strong emphasis on horsemanship in keeping, handling and riding the horse.

## Professional Skills

### 1.1. Horsekeeping

General knowledge in

- grooming
- proper keeping
- shoeing
- feeding
- health and standard diseases
- animal welfare

### 1.2. Theoretical knowledge

#### 1.2.1. General

- History of riding & horsemanship; basic history knowledge of:
  - origin
  - breeding (Icelandic horses)
  - riding
- Behaviour of a horse (consequences for practical handling and riding)
- Organisation
- Preventing accidents in keeping and riding a horse
- First aid for horse and rider
- Business Management
  - tax
  - laws
  - insurance
  - customer-oriented business

#### 1.2.2. Riding

- Seats: 3 point seat, 2 point seat, light seat, jumping seat
- Aids: seat, reins, legs
- Gaits: all gaits of the Icelandic Horse
- Tack: proper fitting and use of saddle and equipment, bits, bridles, safety equipment
- Basic dressage exercises
- Riding on different terrains
  - Legal aspects
  - Practical behaviour (traffic, countryside, etc.)
- Understanding different requirements for horses for different purposes

#### 1.2.3. Training and education lessons

- Pedagogic and didactics
- Training- and mechanics

### 1.3. Riding skills

- good practical riding skills
- basic gaits + tölt
- basic and correct dressage
  - aids
  - seat: 3 point seat, 2 point seat, light seat, jumping seat
  - additional exercises
- Achieve progress over time in a training schedule

### 1.4. Groundwork

- Leading a horse
  - behind
  - at side
  - walk and trot
  - from a horse (in walk, trot and canter)
- Basics in lungeing

### 1.5. Use of general didactic principles in practical teaching

- suitable level
- correct teaching (content)
- correct didactics
- safety
- able to use different approaches according to the student's needs

## FEIF Trainer level 2

### Definition

Trainer and young horse trainer who is able to teach leisure riders as well as competition riding up to a medium level.

### Level 2 (additional skills compared to level 1)

Level 1

#### 2.1. Horsekeeping

Advanced knowledge in

- grooming
- shoeing
- feeding
- general health and standard diseases +
- animal welfare
- + special knowledge in feeding of
- - horses in training and competition horses
- - breeding horses

#### 2.2. Theoretical knowledge

##### 2.2.1. General

- History of riding & horsemanship; basic knowledge of:
  - origin +
  - breeding +
  - riding +
- Behaviour of a horse (consequences for practical handling and riding)
- "read" the horse (different character types of horses)
- Organisation
  - rules and regulations for competition and breeding shows
- Preventing accidents in keeping and riding a horse
- First aid for horse and rider
- Management +
  - tax
  - laws
  - insurance
  - customer orientated business management

##### 2.2.2. Riding

- Seat: 3 point seat, 2 point seat, light seat, jumping seat
  - + in young horse training
  - + higher complexity in advanced lessons
- Aids: + in young horse training
  - + higher complexity in advanced lessons
- Allgaits of the Icelandic Horse
  - + training of 4-gaited horses
  - + basic pace training
- Tack: proper fitting and use of:
  - saddle and equipment
  - bits + details about function, bridle, safety equipment
  - training aids
- (Basic) dressage exercises and how to use them for improvement of gaits
- Riding in different terrains
  - Legal aspects, practical behaviour (traffic, etc.)
  - competition (?)
- Understanding different requirements for different purposes +
  - "read" the horse and according training
  - knowledge in conformation (judgement and function)

##### 2.2.3. Training and teaching

- Pedagogic and didactics
  - new methodical lessons for advanced riders
  - precise training
  - mental training
- Training and mechanics
  - young horses
  - competition horses



• **2.3. Riding skills**

- Extended practical riding skills at competition level
- basic gaits + tölt + pace
- different training phases
- problems
- solutions to improve the horse
- good dressage riding
- aids
- seat: 3 point seat, 2 point seat, light seat, posting
- loosening lessons
- collecting work
- achieve progress over time in a training schedule

**2.4. Groundwork**

- Good skills in groundwork
- Leading a horse
- behind
- at the side
- walk and trot
- from a horse (in 3 gaits)
- + double lunge

**2.5. Use of general didactic principles in practical teaching**

- suitable level +
- correct teaching (content) +
- correct didactics +
- safety
- able to use different approaches according to the student's needs +

## FEIF Trainer level 3

### Definition

Horse Trainer and Trainer able to teach riders at all levels in different types of sport and shows.

### Level 3 (additional skills compared to level 1 and 2)

### Level 2 (additional skills compared to level 1)

#### Level 1

#### 3.1. Horsekeeping

- General knowledge in
- grooming +
- shoeing + balance problems in shoeing
- feeding +
- special knowledge in feeding +
- of horses in training
- of breeding horses
- general health and standard diseases + +
- animal welfare
- breeding +
- management of fields and grazing +

#### 3.2. Theoretical knowledge

- history of riding & horsemanship; extended knowledge of:
- origin + +, breeding + +, riding + +
- behaviour of a horse (consequences for practical handling and riding)
- "read" the horse (different characters of horses)
- + problem solution
- organisation
- rules and regulations
- competition and breeding
- + possibility to specialize in an certain area, e.g judges education, etc.
- preventing accidents in keeping and riding a horse
- first aid for horse and rider
- management +
- tax, laws, insurance, customer-oriented business management

#### 3.2.2. Riding

- seat +
- 3 point seat, 2 point seat, light seat, jumping seat
- + in young horse training
- + higher complexity in advanced lections
- aids+
- + in young horse training
- + higher complexity in advanced lections
- all Gaits of the Icelandic Horse
- + + training of all 5 gaits
- + basic pace training
- tack: Proper fitting and use of:
- Saddle and equipment
- Bits + more about function
- Bridle, safety equipment
- training aids + function and use in detail
- extended Dressage Exercises and the use for improving gaits + suppling/collecting work
- riding outside: Legal aspects, practical behaviour (traffic, etc.)
- -competition (?)
- understanding different requirements for horses for different purposes + training +
- knowledge in conformation (judgement and function) + breeding judgement

#### 3.2.3. Training- and teaching

- Pedagogic and didactics
- - new methodical training series for advanced riders
- - precise training
- - mental training
- Training- and mechanics
- - young horses
- - competition horses

### 3.3. Riding skills

- Extended practical riding skills on highest competition level+
- Basic gaits + tölt + pace
- different training phases
- problems
- solutions (improve the horse)
- extended dressage riding
- aids
- seat: 3 point seat, 2 point seat, light seat, posting
- loosening lessons
- good knowledge of collecting work
- Achieve progress over time in a training schedule

### 3.4. Groundwork

- extended skills in groundwork
- leading a horse
- behind
- at side
- walk and trot
- from a horse (in 3 gaits)
- + double longe +

### 3.5. Use of general didactic principles in practical teaching

- suitable level + +
- correct teaching (content) + +
- correct didactics + +
- safety
- able to use different approaches according to the student's needs
- + +

## **FEIF Trainer level 4**

### **Definition**

International expert.

There is no description on the FEIF website that shows any further details for this trainer level.

This outline summarizes the education of an FT Certified Icelandic Horse Trainer.

Information obtained from Holar College website with review by Laura Benson.

Prepared with introduction (in own words, not reflecting the FT web site) by Sara Lyter, USIHC Education committee.

## **The Icelandic Horse Trainers Association (FT)**

- Holar College in Iceland offers a 3-year program concerned with practical knowledge and skills in riding, horse breeding and management. In addition, students receive a foundation in agriculture, animal husbandry and economics. The aim of the program is to prepare students for a professional vocation in the horse industry.

### **- YEAR 1 EDUCATION LEVEL: RIDING INSTRUCTOR**

- Student learns practical horse management, principles of riding and training the Icelandic horse, and basic riding instruction

#### **- Horse keeping:**

- Basic course in feeding and nutrition.
- Categories of feed
- Biological functions and basics of horse metabolism
- Premises of systems for assessing quality of feed
- Anatomy and physiology
- Horse behavior and starting the young horse
- Ways in which horses learn
- Major methods used with managing and training horses
- Basic training in first steps of starting the young horse
- Health and diseases
  - o Special emphasis on preventive measures, recognizing early symptoms
- Hoof care and shoeing
- Genetics and breeding
- History of the horse
- Stables, facilities & environment

#### **Practical experience in feeding and horse management:**

- Feeding and care of student's own horse and a young horse
- Includes assessing condition, making feeding decisions based on condition of horse
- General care of horses including hoof care, general grooming, worming

**Riding:**

- Riding basics
- Nature and purpose of dressage and longeing
- Principals and basic training in jumping
- Basic training of riding horses
- Development of stamina
- Training in hand
- Instruction in use of various types of bits and reins
- Gait training and preparing a horse for exhibition
- Participation in 4 and 5 gaited competition
- Judging horses
- Rules of exhibition and competition
- Criteria of evaluation of breeding

**Instruction**

- Principles of teaching
- Lesson preparation
- Methods and use of teaching aids
- Methods of evaluation
- Accident prevention and first aid
- Practical training in riding instruction

**Business Management:**

- Computer instruction
- Economics

- **YEAR 2 EDUCATION LEVEL: YOUNG HORSE TRAINER**

- Prerequisite: Equine Studies and Basic Riding Instruction (achieved in Year 1)
- Student furthers knowledge of Icelandic horse training. Gains theoretical knowledge and practical skills in starting young horses.
- First semester is completed at Holar. Students work with 2 young horses and 2 horses for condition training under instructor supervision.
- Second semester is an internship format. Student is required to work on a horse farm with a certified FT trainer during which time student works independently with 5 young horses and 5 conditioning horses.

- **Young Horse Training:**

- Fundamentals of learning
- Longeing
- Leading
- Preparation of young horse for riding
- Student trains five young horses for 10 weeks, maintains training records, presents three of these young horses for final test

- **Training and Riding:**

- Evaluation of fitness and general health
- Longeing, training in hand, dressage focus
- Making a training plan and keeping training records
- Principles of exercise physiology
- Student trains five horses for 6-8 weeks, gains experience in training different types of horses. Maintains training records. Three of these horses are presented for final test.

- **Hoof care and shoeing:**

- Correlation between movements and gaits vs. length/angle of hoofs and weights of shoes



- Introduction to all types of shoes and materials for hoof protection and repair
- Introduction to methods for repairing damaged hoofs
- **Business Management:**
- Bookkeeping, economic planning, insurance, marketing

- **YEAR 3 EDUCATION LEVEL: FT C-TRAINER**

- Prerequisite: Young Horse Trainer (achieved in Year 2)
- Prepares students to conduct courses in riding instruction, as well as training and showing horses in exhibitions and competitions.

- **Riding Instruction:**

- Training in speaking and presenting materials, and demonstrating riding skills in public
- Course and curriculum design
- Teaching methods
- Use of teaching aids and methods of evaluation
- Instruction planning
- Relationship between instructor and pupil with emphasis on ability to assess level of both horse and rider
- Basic dressage commands, patterns and exercises
- Practical training in which students teach under supervision of their instructor

- **Training the Competition Horse:**

- Student works with one four gaited horse and one five gaited horse with goal of training for competition and exhibition
- Demonstrate techniques for training different types of horses
- Dressage and gait training
- Maintain training plans and training records
- Participation in a show
- Discussion of riding gear, clothing, footwear and aids for training; benefits and faults
- Discuss facilities for training, equipment and safety measures for instructional purposes
- Train and prepare horses for shows with participation at minimum in four gait and five gait
- Student evaluation is based upon achievement in competition, training plans and training records.

- **Sport Judging Qualification:**
- Show regulations and exhibition techniques
- Qualification in sport and gæðinga competition

This outline summarizes the education of a  
IPZV Icelandic Horse Trainer and Instructor.

Information obtained from IPZV website.

Prepared with introduction (in own words, not reflecting the IPZV  
web site) by Alexandra Pregitzer, USIHC Education chair.

## **German Icelandic Horse Associaton IPZV**

### **Trainer education**

The German IPZV offers different certifications for Icelandic horse trainers and instructors. All certifications are based on a self study of the participating student who prepares himself/herself over the course of years in many different ways (such as taking lessons, attending clinics and seminars, riding badge exams, internships, studying theory, etc...) that suit the students needs and schedule.

Compared to a college like Holar, this is a completely different approach. The actual trainer courses are rather short, mostly two week seminars. They are an intense seminar with different riding instruction, ground work and class room style theory over the course of each day that is thought to offer students help and advice pointing out their strengths and weaknesses and giving them a good preparation for the two day exam.

All of the trainer seminars have a prerequisite that is needed to enter the seminar and exam. Prerequisites are mostly riding badges and introductory seminars in which students receive a foundation in a variety of topics such as gait training, dressage riding, jumping, ground work, animal care, feeding, pasture management, trailer loading, first aid, insurance matters, the laws of the protection of animals against cruelty etc..

To see a matrix of the prerequisites for each program, please go to

[http://www.ipzv.de/xfiles\\_a6/1204367804\\_2.ppt#256,1,Slide 1](http://www.ipzv.de/xfiles_a6/1204367804_2.ppt#256,1,Slide 1)

The following pages are listing the different trainer programs for instructors and trainers. (There are more programs such as breeding and sports judges and a specialized trail riding guide that are not listed).

## **IPZV-Trainer C**

### **A Definition**

The IPZV-Trainer C is general, less specialized, trainer that works with a variety of clients with an emphasis on beginner and intermediate riders, leisure and trail riders.

### **B prerequisites**

- IPZV-membership
- 18 years
- IPZV- riding badge silver or leisure riding badge gold (2 week class riding and theory classes, 1 day exam)
- IPZV introductory exam "Icelandic horse management and riding the Icelandic horse" (5 day class with horse management, handling, first aid, trailer loading, ground work and theory, 1 day exam)
- proof of first aid course (max 2 years old)
- certificate of good conduct (police department, max 3 months old)
- resume with emphasis on horse/riding education
- participation in IPZV-Trainer C seminar (16 day class with riding, ground work, instructing, theory, 2 day exam)

### **C eligible clinicians**

IPZV-Ausbilder.

### **D length of seminar**

16 days with 120 instructional units and two extra days of exams.

### **E seminar contents**

theory:

- a) general theory (breeds, feeding etc...)
- b) riding theory (seat, aids, foot falls etc..)
- c) presentation (drawn topic)
- d) written exam sports theory

practical:

- e) gait riding (oval track)
- f) dressage riding
- g) signal riding
- h) trail riding
- i) ground work
- j) instructing students
- k) ponying or lungeing (drawn topic)

### **F exam**

theory:

one theoretical exam subjects a) to b)  
presentation (drawn topic)  
all theory exams are oral

practical exam in subjects e) to k).

### **G examiner**

minimum three IPZV-Ausbilder

### **H further education / currencies**

proof of further education / currencies every four years.

## **IPZV-Trainer B**

### **A Definition**

The IPZV-Trainer B is a trainer for the Icelandic horse rider that is interested in a wide variety of activities. This trainer is trained to work with horses and riders from starting them all the way thru the foundation of competition riding.

### **B prerequisites**

- IPZV membership
- 18 years
- Riding badge Gold
- IPZV-Trainer C with min half a year of experience or IPZV Bereiter
- proof of first aid course (max 3 years old)
- certificate of good conduct (police department, max 3 months old)
- completed resume with special emphasis on horse/riding education
- participation in IPZV Trainer B seminar (18 day class with riding, ground work, instructing, theory, 2 day exam)

### **C eligible clinicians**

IPZV-Ausbilder.

### **D length of seminar**

18 days with 150 instructional units

internship:

After seminar, before getting certified. Minimum 7 days with IPZV Ausbilder.

Central exam once a year.

### **E seminar contents**

theory:

- a) horse management
- b) riding theory (seat, aids, foot falls etc..)
- c) general theory (tack, horse behavior etc..)
- d) home work and presentation

Student has to put together a written essay and do a presentation. 10 – 25 pages. One instructional unit for presentation of essay.

- e) Written exam sports theory

practical:

- f) gait riding (oval track) according to tests V2 and F2
- g) pace riding . Basic knowledge according to test PP2
- h) dressage riding according to test D3
- i) two point seat and jumping
- j) trying out an unknown horse

### **F exam**

theory:

theoretical exam subjects a) to c)

score for home work

all theory exams are oral exams.

practical:

practical exam subjects e) to j).

### **G examiners**

minimum three IPZV-Ausbilder.

### **H further education / currencies**

proof of further education / currencies every three years.

## **IPZV-Trainer A**

### **A Definition**

The IPZV-Trainer A is the trainer for all areas of Icelandic horse riding including the training of those riders competing in very high ranking competitions.

### **B prerequisites**

- IPZV membership
- 24 years
- IPZV-Trainer B with min three years of experience
- proof of first aid course (max 3 years old)
- certificate of good conduct (police department, max 3 months old)
- completed resume with special emphasis on horse/riding education
- participation in IPZV Trainer A seminar (18 day class with riding, ground work, instructing, theory, 2 day exam)

### **C eligible clinicians**

IPZV-Ausbilder

### **D length of seminar**

18 days with 150 instructional units

### **E seminar content**

theory:

- a) horse management
- b) riding theory (seat, aids, foot falls etc...)
- c) general theory (equipment, other gaited horse breeds etc..)
- d) home work and presentation

Student has to put together a written essay and do a presentation. 10 – 25 pages. One instructional unit for presentation of essay.

- e) Written exam sports theory

practical:

- f) gait riding (oval track) according to tests V1 and F1
- g) trot riding according to test T1
- h) pace riding according to test PP1
- i) dressage riding according to test D2
- j) two point seat and jumping
- k) trying an unknown horse
- l) instructing students

### **F exam**

theory:

subjects d) and e).

Subjects a) to c) are submitted as written questions. Examinee has 15 preparation time to give a presentation answering the questions. Part of the exam is the quality of the presentation (speech, choice of words, security) as well as correctness of the answers

practical:

subjects f) to l)

### **G examiners**

minimum three IPZV-Ausbilder.

### **H further education / currencies**

proof of further education / currencies every four years.



## **IPZV-Ausbilder**

### **A definition**

The IPZV-Ausbilder ist allowed to hold all educational clinics and seminars and all those that are prerequisites and preparations for trainers, instructors, horse trainers and judges. The Ausbilder is also qualified to be the examiner in the according exams.

To fulfill this job, one has to have a very high qualification and also a personality that suits the position.

The nomination and denomination for this position is decided by the board of the IPZV and determined by the needs of the association in a hearing of the education chairman.

### **B prerequisites**

Any IPZV Trainer A can apply for this position if he or she fullfills the following prerequisites:

- a) min three years experience as a IPZV Trainer A
- b) successfully taught min 5 IPZV riding badge seminars
- c) assisted in min one IPZV Trainer C/B/A seminar
  - assisted in min one IPZV breeding judge seminar
  - assisted in min one IPZV sports judge seminar
  - (only after one year of working as a Trainer A, detailed judgement thru IPZV Ausbilder)
- d) regularly working as IPZV sports judge with A license
  - regularly working as API judge
  - regularly working as IPZV breeding judge

Applicant has to submit proof of the above. This information together with the application and a resume with regard to the persons horse related education and a proof of good conduct by the police department will be submitted to the board of directors of the IPZV.

Hi Bernie,

Attached are my calculations for the 4 seminars discussed before -

1. May 2009 CA judging seminar
2. June 2009 VT judging seminar
3. June 2009 VT mental competition training seminar
4. June 2009 VT chiropractic lecture

2 VT seminars (judging seminar and mental comp training) are on one excel sheet. Susans cost is on there as well but that is just because I wanted to have it for Susan, just ignore that column.

I am copying Will and Susan as they will be hosting the suggested seminars.

I had emailed this information with the exception of the chiropractic lecture before but have not yet had board approval and was waiting for the next meeting.

As emailed a few days ago, I am sending this information for board approval **before** the next meeting. With the board meeting now being postponed to March 24th, I gets to late for me to wait for that as I will be leaving for Iceland the weekend after for an extended stay and wont ave time to send out the invitations for these seminars before I will leave. Most likely, I wont be able to take my laptop with me to work on this in Iceland as my laptop has some issues whenever I disconnect it so it is only stationary now. It will be the end of April when I get back and too late than to send out invites the seminars are in May and June.

I would kindly ask you to email the other board members and to try to get their decisions before the end of this week if possible so that I can send out invitations with registrations forms next weekend. Susan and Karis exams will be on Tuesday so the end of the week should work out.

Finances:

Prices in the excel sheets are based on cost devided by an anticipated or needed number of participants. Non-USIHC members would pay a difference of USD 40 as discussed before.

Request:

I request that the board should consider funding part of the cost with USIHC education surplus money we have from previous seminars. I suggest lowering the cost by 20 percent. Part of the difference may be made up by non-USIHC members participating (USD 40 more) or by exceeding minimum participant numbers in some cases. This way, we would use up some of the surplus money from recent years and encourage members to participate in educational seminars at attractive rates. If enough members sign up or enough non-members, the cost will still be covered or a benefit made. If the min participant numbers wont be exceeded or no non-members participate, than the previous years surplus will fund part of the cost. Cost and suggested prices see attached forms.

Brief description of seminars:

**1. Flying C Ranch, Santa Ynez, CA . Seminar for Intern Judges May 23 - May 24, 2009.**

clinician:

Einar Ragnarsson

concept:

1.5 day judging seminar

class room style theory, video judging, practice judging, observing WC tryouts Sat

participants:

aimed towards USIHC intern judges (and CIHF national judges). We can either limit participation to those or open it up to anybody who has some solid judging knowledge. I would prefer to keep that flexible as it means we may be able to attract more participants.

This seminar is based on a min participant number of only 6 as we are not expecting much interest for the location. However Einar will be on site anyways and has the day off on Sunday. So it would make sense to use him. I am hoping to attract some Canadians for this seminar and have at least one intern judge in California already interested.

## **2. Silver Maple Farm, Tunbridge, VT. Seminar for Intern Judges Jun 25 - Jun 26, 2009**

clinician:

Marlise Grimm

concept:

2 day judging seminar

class room style theory, video judging, practice judging, observing World Ranking Show Sat/Sun.

participants:

aimed towards USIHC intern judges (and CIHF national judges). We can either limit participation to those or open it up to anybody who has some solid judging knowledge. I would prefer to keep that flexible as it means we may be able to attract more participants.

This seminar is based on a min participant number of 8. I am hoping for some Canadian National Judges to be interested and some of the intern judges being on side to scribe were interested.

## **3. Silver Maple Farm, Tunbridge, VT. Management for success. Mental training for competition riders, family members and coaches. Jun 24, 2009**

clinician:

Marlise Grimm

concept:

1 day judging seminar

class room style theory & practical exercises. No riding involved.

participants:

aimed towards competition riders and their coaches, trainers and family members being involved (e.g. parents of youth riders).

Open to anybody interested.

## **4. Silver Maple Farm, Tunbridge, VT. Chiropractical treatment of horses with Doctor David Lamb, Jun 26, 2009**

clinician:

vet David Lamb

concept:

2 hours lecture with hands on experience and demo horses

class room style theory & practical exercises. No riding involved.

participants:

aimed towards the education of any horse owner.  
Open to anybody interested.

Please inform me if all seminars are approved.

I would like to go ahead and make arrangements with the clinicians and Susan Peters would also like to start some mailings. I would like to send out invitations and start some marketing before going to Iceland in 12 days. It would be very helpful if I could hear back from the board soon.

Thanks, Alex

Alexandra Pregitzer  
USIHC education  
730 Phillips Drive  
Oxford, MI 48371

## USIHC seminar CA May 2009

### Calculation of expenses

COST	USD	REMARK
flight Einar	345.00	1147.20 total. USD 345 equals 1.5/5
accomodation	0.00	courtesy of Will and Asta
fees Einar day 1	200.00	
fees Einar day 2	500.00	
meals Einar	100.00	based on USD 50 per day x 2 days
seminar room	0.00	courtesy of Will and Asta
TV , video and DVD	0.00	courtesy of Will and Asta
horses and riders	0.00	volunteers
USIHC insurance	25.00	estimate by Kari, not per person but per location
<b>total</b>	<b>1170.00</b>	
<b>min participants 6</b>	<b>195.00</b>	
coffee, tea, cookies, no lunch	10.00	USD 10 per person per day for coffee/tee/muffins/fruit etc...
office supplies	15.00	for copies, pens, clipboards etc...
<b>price per person</b>	<b>220.00</b>	

## USIHC seminars VT 2009

### Calculation of expenses

COST	EUR	USD	partial cost mental comp training seminar	partial cost judging sem	partial cost VT show Susan	REMARK
flight including rental car	800	1040.00	208.00	416.00	416.00	estimate
accomodation		300.00	60.00	120.00	120.00	Susan - USD 50 per night, 6 nights
fees Marlise day 1 - seminar	700	910.00	910.00	0.00	0.00	
fees Marlise day 1 - seminar	700	910.00	0	910.00	0.00	
fees Marlise day 2 - seminar	700	910.00	0	910.00	0.00	
fees Marlise day 4 - judging		300.00	0	0.00	300.00	
fees Marlise day 5 - judging		300.00	0	0.00	300.00	
meals Marlise		310.00	62.00	124.00	124.00	based on USD 50 per day x 5 days & USD 30 for arr and dep day
seminar room		250.00	50.00	100.00	0.00	Susan - USD 50 per day incl use of equipment
TV , video and DVD		90.00	60.00	30.00	0.00	estimated cost for transfer from PAL into NTSV
horses and riders		0.00	0.00	0.00	0.00	Susan - volunteers
Marlise gas for rental car		80.00	16.00	32.00	32.00	estimate
USIHC insurance			25.00	25.00	0.00	Kari - estimate
<b>total</b>			<b>1391.00</b>	<b>2667.00</b>	<b>1292.00</b>	
min participants			115.92	333.38		<b>mental training min 12, judging min 8</b>
coffee, tea, cookies, no lunch			10	20.00		USD 10 per person per day for coffee/tee/muffins/fruit etc...
office supplies			5	15.00		for copies, pens, clipboards etc...
<b>price per person</b>			<b>130.92</b>	<b>368.38</b>		

exchange rate 1 EURO = 1.30 USD

rate locked for Marlises fees, not for flight!!!!!!!!!!

## USIHC chiropractic lecture VT 2009

### Calculation of expenses

COST	partial cost mental comp training seminar	REMARK
fees Doc Lamb 2 hrs	500.00	
seminar room or arena usage	50.00	fee may not apply
easel stands and paper	0.00	will be on site from other seminars
demo horses	0.00	will be provided by Susan
USIHC insurance	0.00	not needed
<b>total</b>	<b>550.00</b>	
min participants 12	45.83	
office supplies	5	for pens, paper, hand out
<b>price per person</b>	<b>50.83</b>	

## INTRODUCTION

A sanctioned show is one in which the rider's scores are recorded in a national database which enables riders to compare their performances with other riders around the country and, more importantly perhaps, to compare their own performances over time. For such comparisons to have validity, certain aspects of the show must be consistent. These aspects are contained in the Rules & Procedures for Sanctioned Shows. The reasons for some of the requirements, which may not be obvious to those unfamiliar with Icelandic Competition, are as follows:

1. The classes must be judged by at least one (1) FEIF International Sports Judge. In Icelandic competition the horse and rider combination receives a numerical score for various aspects of the competition. For example, in a four-gait class the horse/rider combination will receive a score for walk, trot, canter, slow tolt and fast tolt. The average of these five scores averaged together is the score for the class. The scoring system, from zero to ten with .5 increments, has been agreed upon by all the member countries of FEIF and is available for review on the FEIF website under "Judges' Guidelines.". Each point on the scale takes into consideration a number of factors, such as beat, tempo, movement, etc. These factors and their importance to each point on the scale are also available at the FEIF website.

Sports judges receive lengthy training in the scoring system. They attend seminars, pass rigorous examinations and apprentice under experienced Judges for many years at shows of increasing size. FEIF International Sports Judges are persons of substantial experience who have come up through the ranks of their country's sports judge training programs and have then passed the rigorous examination which certifies them for this title. The purpose of this extraordinarily demanding program is to achieve consistency in judging so that a horse/rider combination with a score of 6.5 in slow tolt would earn that same score for the same performance in whatever country it is judged.



In most FEIF countries there are a minimum of three judges judging in order to obtain the most appropriate score (which is an average of what the individual judges give). We are not yet at a point where this is affordable. Therefore, to achieve the maximum in accurate scoring with at least one judge, we require at least one FEIF International Sports Judge. USIHC Sanctioned shows with multiple judges must have at least two (2) FEIF International Judges, the other judges may be National Judges.

2. The show must be conducted pursuant to USIHC Competition Rules. All FEIF countries are bound to follow FIPO, the competition rules as well as FIRO, the general rules, which have been accepted by all of the member countries. FIPO & FIRO cover many areas of competition, from fair treatment of the horse, allowed tack, allowed shoeing, sportsmanlike behavior (towards the horse as well as towards other riders), prohibited substances, to the physical requirements of official competition tracks, and a description of the requirements of each FIPO class, to name a few of the areas. FIPO & FIRO may be reviewed in their entirety at the FEIF website.

Because each country needs to have competitions for various levels of riding skills below World Championship competition, each country develops its own set of classes for beginning riders through advanced riders. In addition, each country usually adopts all or most other sections of FIPO related to the protection and welfare of the horse. Our competition rules do this for the U.S. In order to have comparisons of riders competing in specific classes at different shows, the classes must all have the same requirements. Other aspects, such as ring size, must also be comparable. In addition, of course, the protection of the horse must always be paramount and guaranteed. For all of these reasons, our show rules must be used.

There are 12 required classes:

**Open Level: T1 (Individual) or T3 (Group), T2, V1 (Individual) or V2 (Group) and F1 (Individual) or F2 (Group).**

**Intermediate Level: T5, V3, T6 and F2**

**Novice Level: T7 and V5**

**Youth Level: T8 and V6**

This requirement assures that a range of classes will be offered. Note that it is not necessary for all classes to have entries. The only requirement is that they be offered. Other classes even those purely for fun, may be added with the exception of halter classes, which are specifically prohibited. This prohibition is to prevent any in-roads of the philosophy that the physical appearance of the horse, divorced from its functionality, is worthy of note. The area in which the horse must perform must be an oval with an approximate circumference of 200-250 meters. An area of somewhat less size may be satisfactory but there must be long sides of sufficient length for pace and for tempo differences (slowing down and speeding up) in tolt.

5. Ice Test Software must be used and is available on the FEIF website for free download. This software provides forms for the recording of the scores in a manner that the Judge(s) is used to using and which are necessary for the database. **The results of sanctioned shows (backup file of ICETEST) must be returned to the Chairperson of the Competition Committee within 30 Days of the show. If they are not sent in on time the scores will not be posted to the website or added to the National Ranking Database.**

Moreover, we want to emphasize that a sanctioned show is at the top of the pinnacle of possible competitions here in the US. There are schooling shows, fun shows, farm shows, shows limited to a certain geographical area, etc. that can be starting points growing towards a sanctioned show. We encourage all of these kinds of competitions and suggest the use of our Intern Judges for these events. See the USIHC Schooling Show Handbook for more details on

organizing a schooling show.

### RULES and PROCEDURES for USIHC SANCTIONED SHOWS

1. USIHC Sanctioned Sport Shows are those which are entitled to have all scores for USIHC sanctioned classes entered into the USIHC National Ranking database. All sanctioned USIHC shows must be approved by the USIHC Competition Committee Chairperson. Approved sanctioned shows may be either an Icelandic Breed Show, or an Icelandic Show within a larger show which may include other breeds or disciplines.

2. Requirements for a sanctioned show are:

- (a) The classes must be judged by at least one(1) International FEIF Sports Judge.
- (b) The show must be open to any horse registered with a FEIF recognized registry.
- (c) The organizer must be a current USIHC member.
- (d) The show must be of two(2) days duration with any finals on the second day.
- (e) A scribe must be provided for the Judge(s). First choice for a scribe would be an Intern Judge(s) or if one is not available someone who has attended the USIHC Sport Judge's Seminar and then the third choice is a member of the Competition Committee, a suitable replacement for any of these options may be approved by the competition committee chairperson.
- (f) Ictest Software must be used. It is available for free download at [www.feif.org](http://www.feif.org)
- (g) The show must be held on an oval track or in an arena with an approximate circumference of 200-250 meters.
- (h) The entry form must state the following:
  - 1. That the USIHC Competition Rules will apply at the show.
  - 2. That all Icelandic horse entries must be accompanied by a copy of a registration certificate issued by a FEIF recognized registry.

3. That an additional fee of \$25.00 must be paid for any horse not registered with the USIHC.
4. That an additional fee of \$25.00 must be paid for any rider not a member of the USIHC.
5. That all riders will automatically be entered into the USIHC National Ranking Program.

(i) Petition for Sanction must be filed by certified mail to the Competition Committee Chairperson a minimum of thirty (30) days in advance of the proposed show date. Late applications will be subject to a \$5.00 per day fine and will be considered on a case-by-case basis. Any changes to the previously approved application must be approved by the chairperson of the competition committee prior to the start of the show. It shall include:

- (1) The name, address, telephone number and e-mail address of the show organizer;
- (2) The name, address, telephone number and e-mail address of the proposed judge(s);
- (3) A list of proposed classes with the 12 mandatory classes included;
- (4) A copy of the entry form;
- (5) The dates of the show;
- (6) The name, address, telephone number and e-mail address of the scribe(s);
- (7) The name, address, telephone number of the facility and the dimensions of the arena;
- (9) List of fees for classes and stalls

(j) **Within 30 days of the conclusion of the show**, the organizer must file a Show Report with the Competitions Committee Chairperson including

- (1) number of total entries at the show
- (2) total Number of Starting Combinations
- (3) score sheets for all classes
- (4) copies of all entry forms
- (5) copies of all registration papers for entries

(6) check for all fees due pursuant to Section 2(d) (3-4) above and a copy of the back up file for ICETEST must also be included.

Late reports will be subject to a \$5.00 per day fine and will be considered on a case-by-case basis.

3. Responsibilities of the organizer include:

(a) Making all transportation arrangements (including payment) for the Judge(s) from his/her point of departure and back, including to and from the show grounds on each judging day.

(b) Making all arrangements (including payment) for the Judge(s)'s hotel (if applicable) from the night of arrival through the night of the last Icelandic class.

(c) Selection of a scribe(s) to assist the Judge(s). The scribe(s) must be familiar with the different classes and how to score correctly using the scoring sheets from the Ice Test Software. A scribe(s) must be an Intern Judge(s), a person who has attended the USIHC Judges Seminar or a member of the Competition Committee and if one is not available then approval from the Competition Committee Chairperson is needed for a suitable replacement.

(d) A rider's delegate must be elected prior to the show beginning. This is in case arbitration becomes necessary.

(e) Forwarding to the Competition Chairperson a Show Report.

4. The Competition Committee Chairperson will be responsible for the following:

(a) Approval of the proposed Judge(s) and Scribe(s). In the event that either this Judge(s) and/or Scribe(s) are not approved for any reason, the Competition Committee Chairperson will be responsible for the selection of a Judge(s) and/or Scribe(s) and will provide the organizer with the name, address, telephone

number and e-mail address of the selected Judge(s) and/or Scribe(s) within fourteen (14) days of receipt of the petition.

#### PETITION FOR SANCTION

1. Show Organizer \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Tel. No. \_\_\_\_\_  
E-Mail Address \_\_\_\_\_

2. Number of Judges to be used \_\_\_\_\_

3. Proposed Judge(s) Please attach separate sheet for multiple judge shows

Judges Name \_\_\_\_\_

Address \_\_\_\_\_

Tel. No. \_\_\_\_\_

E-Mail Address \_\_\_\_\_

4. List of Proposed Classes (attach list)

5. Entry Form (attached)

6. Dates of Show \_\_\_\_\_

7. Scribe(s) Please attach separate sheet for multiple judge shows

Address \_\_\_\_\_

Tel. No. \_\_\_\_\_

E-Mail Address \_\_\_\_\_

8. Facility for Show \_\_\_\_\_

Address \_\_\_\_\_

City State Zip \_\_\_\_\_

Tel. No. \_\_\_\_\_

9. Cost per class \_\_\_\_\_

10. Cost per stall \_\_\_\_\_

12. Dimensions of Arena or Track (long sides x short sides) \_\_\_\_\_

\_\_\_\_\_  
Organizer's Signature \_\_\_\_\_ Date

By Signing here the applicant states they have read and accept the USIHC Sanctioned Show Rules

## SHOW REPORT

1. Number of Total Entries \_\_\_\_\_

2. Total Number of Starting Combinations \_\_\_\_\_

3. Score Sheets for all USIHC Classes from Ictest Software

4. Copies of All Entry Forms

5. Copies of Registration Certificates for all Entries.

6. Check for all fees owed to USIHC.

\_\_\_\_\_ Organizer's Signature