

Policy #4.04	
Northeast Region – Equine Committee Policy <i>The Northeast Regional Equine committee is responsible for the organization of the annual NE Horse Camp and equine programming in the region.</i>	Approved
	April, 2021
	Review Date
	November, 2022

Purpose:

- a. To review rules and regulations to ensure that the needs of the Northeast Region 4-H horse clubs are met.
- b. To assist the horse camp district committee and horse project clubs with the hosting of the Northeast 4-H Regional Horse Camp.
- c. To provide support to the provincial horse programs
- d. To organize workshops and clinics for 4-H members and leaders.
- e. To attend the Northeast Regional 4-H Council meetings.

Membership

- a. Membership is open to all clubs with a horse project in the region.
- b. Each club with a horse project is entitled to two (2) votes at regional committee meetings consisting of one adult and one 4-H member.

Executive

- a. The Executive is elected at the first annual Northeast Regional Horse Committee Meeting held by December each year.
- b. Adults on the executive should be from different clubs in the region whenever possible
- c. Members of this council must be actively involved in a 4-H club with a horse project.

Executive will consist of:

- Chairman – 2 Year Term: The chairman shall chair the meetings of the regional horse committee, oversee the activities of their committees and ensure the annual committee reports are prepared.
 - Vice Chairman – 2 Year Term: Is to take over the responsibilities for the chairman in their absence
 - Secretary – 2 Year Term: Keep up-to-date minutes for the council and take care of any correspondence.
 - Senior 4-H Members (2) – 1 Year Term: The 4-H members should be from different clubs in the region.
 - Horse Camp Chair: Chair of the District Camp Committee, manages the regional horse camp.
 - PEAC Provincial Reps (1) – Ideally a 3 year term: to attend the provincial equine meetings and report back to the Region. This rep can be the chair of the NE Region Horse Committee.
- d. With the elections of the chairman to occur on an alternation year than the Secretary and vice chairman to encourage continuity of the council.
 - e. Executive is responsible for applying for grants that are available for horse projects in the region.

- f. After serving a two-year term, executive may be considered for additional term. The PEAC representative may serve up to a 3-year term and may be considered for additional term.
- g. There needs to be a minimum of 2 Regional Horse Committee meetings per year.

Quorum

- a. Quorum for the meetings is 51% of active clubs with horse projects registered in the region.
- b. Quorum for changing bylaws and camp rules is 2/3 of voting clubs.

Committees

REGIONAL HORSE CAMP COMMITTEE consists of members of the hosting district(s):

Camp Chair - will be familiar with the rules and regulations, is able to answer any questions that may arise during camp. Manages the regional horse camp and will be responsible to complete the 4-H Alberta activity plan and any incident reports-

Site Manager – will be familiar with what is needed for safety maintenance and rules for riders, horses, instructors, and spectators. Works with the Facility on the upkeep of the grounds for the duration of the camp. Will assign stalls to clubs and maintain order in the barn when required.

Instructor Coordinator – will ensure that all workshops have qualified instructors and works closely with the Camp Organizer and scheduling. Will also ensure instructors needs are met including meals.

Camp Organizer – will make schedules, organize volunteers and or workers required for events.

Camp Secretary – responsible for registration, collection of outstanding fees and works closely with the regional Area Coordinator and Regional Treasurer.

Meal Coordinator – responsible for ensuring food options are provided and collecting appropriate fees for adults and non-4-H members.

AD HOC Committee

Grievance Committee - will consist of 5 adults with the preference given to adults with no children currently in the program

Council Programs

Regional Camp: To put on a regional horse camp to provide an opportunity for 4-H horse project members, with common interests, to meet other members on an annual basis.

Educational Clinics: To host regional workshops or clinics that are in an educational format for members and leaders of the region and may be open to other regions at the discretion of the committee.

