STATE 4-H HORSE PDC APRIL 28, 2013

PDC Members Present: Randy Dokken, Brad Rugg, Annise Montplaisir, Annette Montplaisir, Meg Sax, Aimee Schulz, Katie Siltanen, RaeAnn Bartz, Gretchen Sankovitz, Abby Sankovitz, Paige Hildebrandt, Peggy Hildebrandt, Mark Storm, Renee Kostick, Morgan Pliszka,
PDC Members Excused: Josh Johnson, Jerrie Olson, Dan Dolan, Samantha Welu  PDC Members Absent: Nichole Uzelac, Mischa Halberg, Megan Wold

The Minnesota 4-H Horse PDC Get to Know You meeting was called to order by Adult Chair Mark Storm at 10:15 a.m. Mark reviewed the agenda for the PDC meeting. The meeting started with introductions of the PDC members present. Renee Kostick explained that the Minnesota 4-H Horse PDC would meet briefly to address issues that needed to be addressed by the PDC prior to the next regular PDC meeting.

LEASING ISSUE

Renee Kostick indicated that leasing was a discussion that was held during the April Regional meetings and needed further clarification. Renee Kostick stressed that she was not looking for a decision at this meeting but that input was needed from the PDC based on what came from the Regional meetings. The leasing issue is as follows: If a 4-H’er leases a horse, should the owner of the horse be allowed to show that horse in open shows while it is being leased by the 4-H’er. Considerations in the discussion should be: 1) In 4-H, other species do not allow the owner to show the animal once the lease is in effect, 2) There is a 4-H rule that states that as of May 15, the horse must be in the primary care, feeding and training of the 4-H’er, and an adult riding a horse in an open show could be considered training that horse (for example, training it to ride a barrel pattern), 3) There are more open shows for horses than other species and therefore by taking that option away from the owner, we may limit the number of people who are willing to lease their horse, and 4) Why do we need to limit this as long as the youth has the experience and knowledge asked for in the May 15th rule. Each Region was requested to report on the discussion from their region on this issue.

Central Region reported that the discussion from attendees was that no limitation should be made, SE Region reported that the response was the individuals leasing were not at a level where it would be a concern if the owner shows the horse while the 4-H’er is leasing it, NW Region reported that a participant at their regional meeting was an owner who leases horses to 4-H’ers and gave input from an owner’s perspective that no limits would be okay, SW Region reported that the response was leasing gives more kids an opportunity, and the NE Region reported that input was that more kids would be involved through leasing. Other input from PDC members addressed having the 4-H’ers leasing completing achievement levels while leasing, possible watching a video about the horse project, having the youth pass a knowledge test before doing a
riding portion and that safety issues be considered as well. Another comment was that is someone makes the decision to lease out their horse to a 4-H’er that they should plan on not being able to ride the horse for that period of time.

4-H UPDATES

Renee Kostick announced that there will be an announcement in the upcoming week on what counties can or can't do in regards to requirements for showing at the county fairs. The State Office is addressing this issue to make it consistent across the state. The announcement will be followed up by webinars with the County Extension Staff regarding this effort.

Renee Kostick announced that Email List Serves will be going away per the University of MN. They are presently testing a new system as a replacement. The Google Groups email that was sent to PDC members was an initial effort to replace the list serve, but the issue is that you need a gmail account for this to work. They are still working on this project.

STANDING COMMITTEE ASSIGNMENTS

Renee Kostick announced that an email had been sent out to the PDC regarding the Standing Committee Assignments with a few adult and youth openings left to be filled. She did receive some responses from PDC members but there are still a few youth openings left. Meg Sax will work with Renee to complete the list and get it out to PDC members. Renee Kostick will contact each Standing Committee Chairs (Adult and Youth) to review with them the committees that they are responsible for and who the contacts are for those committees.

Brad Rugg reviewed the responsibilities of the Standing Committee Chairs. This included the Standing Committee Chairs need to contact the committee chairs to get reports, concerns and questions to be brought to the PDC meetings and to report back to the committees on PDC actions on their reports, concerns and questions. Brad stated that it was not the responsibility of the Standing Committee Chairs to be a chair of the committees that they are responsible for.

CONTINUING TRANSITION TO STATE 4-H HORSE PDC

Brad Rugg reported that we are making headway in the transition from the Minnesota 4-H Horse Association to the Minnesota State 4-H Horse PDC. The Minnesota4-H Horse Association was a 501(c) 3 organization and that organization will change its name removing the word “4-H" from the name and will have a Memorandum of Understanding that states they will have the use of the 4-H Name and Emblem for the sole purpose of running the Used Tack and Clothing Sale at the MN Horse Expo to raise funds for the 4-H Horse Project. This group will be a separate entity but the funds will be transferred to the MN 4-H Foundation.

Brad stated that 5 conditions were stated in the February meeting of the MN 4-H Horse Association for this to occur. Brad gave an overview of each and provided written documentation for the fulfillment of each condition as follows:

1. The U of M use those funds exclusively for the 4-H horse related programming and provide a letter to the MFHA to such effect.
Brad provided a written memo dated April, 2013 that stated Effective 4/28/13 the Minnesota 4-H Horse Association agrees to transfer all funds except $25,000 to the Minnesota 4-H Foundation. These funds will be used for the 4-H Horse related programming and will be budgeted by the MN State 4-H Horse PDC. The process for paying expenses will include approval from the 4-H staff as deemed appropriate by a “controller” appointed by the State 4-H Horse PDC.

2. **The U of M has setup an accounting system acceptable to the Horse PDC transition committee to track income and expenses of 4-H horse related programming.**

Brad provided documentation from the accountant that is assigned to the 4-H Horse PDC Accounting within in the University of MN that listed the account numbers for each 4-H Horse PDC category in the system. Each committee has a sub-account.

3. **The U of M establishes a process acceptable to the Horse PDC transition committee to record income (registrations) and submission of expenses for reimbursement.**

Brad Rugg reported that Amy Boeckermann from the Regional Office in Brainerd where Renee Kostick is offices will be responsible for submitting payments, etc. for the 4-H Horse Project. The bill payment process is based on a 30 day process and will include vendor setup for payments. Renee Kostick and Brad Rugg will have purchasing cards to cover expenses as necessary. All contracts for the 4-H Horse Project will need to go through the University of MN and will be coordinated by Renee Kostick and Brad Rugg. Amy Boeckermann will provide written financial reports to the State 4-H Horse PDC.

4. **The U of M Horse PDC appoint a controller, who is not an employee of the U of M, to receive monthly financial statements showing cash balances, income and expense information, and who shall approve all expenses prior to reimbursement by the U of M.**

Brad indicated that the 4-H Horse Project Income and Expenses seem to fall into two categories

- State 4-H Horse Show and Non-State 4-H Horse Show. Therefore appointed to a one year transitional term will be two controllers as follows: For State 4-H Horse Show Income and Expenses the controller will be Mark Storm. For the Non-State 4-H Horse Show Expenses the controller will be RaeAnn Bartz.

5. **All income and expenses subsequent to the transfer of funds, with the exception of the Judges’ Seminar in April 2013 shall be processed by the U of M Horse PDC.**

Brad indicated that the process beings now after the Judges Seminar with a Memorandum of Understanding (MOU) with Mark Storm and Curt Baumgart signing the agreement as of April 28, 2013.

Meg Sax made a motion that Mark Storm discuss the MOU with Curt Baumgart and that he and Curt Baumgart sign the MOU today, April 28, 2013, Randy Dokken seconded the motion and the motion carried.

Annette Montplaisir made a motion the Mark Storm and Rae Ann Bartz serve as co-controllers for a one year term, Annisse Montplaisir seconded the motion and the motion
carried. There was a brief discussion on including youth in a controller position but no motion was forthcoming so the discussion ended.

Meg Sax made a motion that the State 4-H Horse PDC has reviewed the conditions from the February 2013 Minnesota 4-H Horse Association meeting and the materials presented by Brad Rugg for fulfillment of the conditions and approves the fulfillment of the five conditions and move forward with the final transition to the State 4-H Horse PDC. Peggy Hildebrandt seconded the motion and the motion carried.

**REGIONAL MEETINGS**

The Regional PDC members reported on the Regional Meetings held on April 13, 2013 as follows:

**Southwest Regional** – RaeAnn Bartz and Randy Dokken reported that attendance was similar to the January meeting and set up an October 12th meeting for the fall.

**Northwest Regional** – Renee Kostick, Annette Montplaisir and Annise Montplaisir reported that there were a few communications issues with the facility but eventually had the meeting.

**Northeast Regional** – Katie Siltanen and Meg Sax reported the weather was an issue for attendance again in this region.

**Central Regional** – Mark Storm and Aimee Schulz reported on the issue for Hippology regarding a request for an increase in the number of Hippology teams in a county participating in the event and the request that the PDC discuss changing the number of teams per county. Mark Storm requested that Meg Sax respond with information addressing this issue as Meg is liaison to the Team/Individual Contest committees. Meg reviewed the email response that she sent to Mark regarding this issue. Meg spoke with Laurie Nelson, Lynette Whittier and RaeAnn Bartz regarding the issue of reviewing the limit of teams per county. Lynette's response was that such a decision needs to be made by the group and not be just a few individuals and should apply to all counties and not an exception for one county with input from the contest committees involved. There is also the issue of space limitations. With the move of the Horse Judging contest to the AgStar Arena there already was standing room only when the performance classes were judged according to Lynette. Laurie would support the expanding of team numbers, but that it would also affect the Judging Contest. Brad Rugg suggested possibly looking at a quota system in the future. Following discussion on the information on this issue Gretchen Sankovitz made a motion to leave the Hippology and Judging number of team participating from a county at the present number as stated in the State 4-H Horse Show Handbook for 2013. Randy Dokken seconded the motion and the motion carried.

The other issue that came up in the Central Region was the use of a rope gate at county fair horse shows this year. After brief discussion it was noted that the PDC would follow the decision made at the February State 4-H Horse PDC meeting that this issue would be discussed at the November PDC meeting.

**Southeast Regional** – It was requested that the Southeast Regional Meeting could be moved to Waseca.
Gretchen Sankovitz and Peggy Hildebrandt reported on the suggestion from their region that the Miniature classes be added to the State 4-H Horse Show with the suggestion of utilizing the Swine Barn for the arena and stalling. Discussion was held on the growth of this project area and the possibility of adding to the State 4-H Horse Show depending on the logistics to do so.

Renee Kostick encouraged PDC members to communicate with the counties in their region to promote the regional meetings and request that counties send representatives to the regional meetings. A brief discussion on use of incentives to increase attendance at the regional meetings. Renee will be working with the Regional teams to set up locations and times for the Regional Meetings. There may be a need to customize for each region. Initially there were to be two meetings – the second Saturday in January and October. RaeAnn Bartz made a motion to have the regional meetings the second Saturday in January and October (October 12th). Peggy Hildebrandt seconded and the motion carried.

**HORSE SHOW POINT SYSTEMS**

Renee Kostick reported that she will be having quarterly webinar meetings with county staff on horse point systems.

**PDC MEETINGS**

Mark Storm stated that in the transition to the State Horse PDC there were February and November meeting set up originally but we added the informal April meeting for issues and concerns that need to be discussed by the PDC. Mark indicated that we may need to have further discussions about additional PDC meetings to cover issues and concerns regarding the 4-H Horse Project. We will discuss the PDC Calendar at our November PDC meeting. The next State 4-H Horse PDC meeting will be Saturday, November 16th.

**ADJOURN**

Annise Montplaisir moved to adjourn the meeting, Paige Hildebrandt seconded and the meeting was adjourned.

Respectfully submitted,

Meg Sax, Adult Secretary
Abby Sankovitz, Youth Secretary