

# BY-LAWS OF THE BLUE RIDGE HUNTER JUMPER ASSOCIATION

*December 1, 2009*

## **ARTICLE I – NAME**

The name of this Association shall be the BLUE RIDGE HUNTER JUMPER ASSOCIATION.

## **ARTICLE II – OBJECTIVE**

The objective of this Association shall be to create, stimulate and maintain interest in regional horse shows; to promote cooperation between horse shows and exhibitors; to help improve the caliber of regional shows; to maintain proper records in connection with the sport for the use of its members; to arbitrate disputes between management, exhibitors and/or judges; and to assist in the settlement of conflicts of show dates. Regional shall be defined as horse shows held within a 150 road mile radius of Harmon Field. Horse shows outside of this region must apply to the Board of Directors for a waiver of the mileage rule. The decision of the Board shall be final.

## **ARTICLE III – MEMBERSHIP**

Section 1. Individual Members. Those persons who have joined this Association as either a Junior or Senior member. They shall be eligible to participate in all appropriate classes at BRHJA recognized shows. The annual dues shall be set by the Board of Directors each year and are payable during the show year; however, points earned will not be counted until the member has paid his/her dues. All memberships shall expire on November 30, and all memberships are renewable as of December 1. All individual members shall be entitled to vote. Junior members shall vote only for the Junior Representative for the Board of Directors elections.

- A. Senior members: Those persons who have reached their 18<sup>th</sup> birthday on December 1 for the show year.
- B. Junior Members: Those persons who have not reached their 18<sup>th</sup> birthday on December 1 for the show year.

Section 2. Show Members. Those corporations, organizations, associations, and others holding horse shows. Each member show shall pay a fee set by the Board of Directors each year to the BRHJA. Show Members shall not be eligible to vote.

## **ARTICLE IV – BOARD OF DIRECTORS**

Section 1. The business and affairs of the Association shall be managed and controlled by a Board of Directors consisting of seven (7) members of the Association. At least one member of the Board shall be an Amateur.

Section 2. The Board of Directors shall be elected by ballot at the Annual Meeting to serve a term for three (3) years, except for the Junior Representative who shall serve a term for one (1) year, or until their successors are elected, and their term of office shall begin at the close of the Annual Meeting at which they are elected. At the first election following the adoption of this section, one-third (1/3) of the members of the Board of Directors shall be elected to serve for one (1) year, one-third (1/3) for two (2) years, and one-third (1/3) for three (3) years, all such elections excluding the Junior representative who shall be elected annually.

Section 3. No member shall hold more than one Executive office at a time, and any member who has served for a full term of three (3) years shall be ineligible for election for a period of one (1) year.

Section 4. The Board of Directors shall meet immediately following the Annual Meeting for the purpose of electing Executive officers for the ensuing year. The Executive officers shall include a President, Vice President, Secretary and Treasurer. The Board of Directors shall then meet the first Monday of each month.

Section 5. The Points Secretary shall be either a Board member or a member-at-large appointed by the Board or may be anyone who is a member in good standing.

Section 6. Board members not attending 50% of the scheduled meetings may be subject to replacement at the discretion of the Board.

Section 7. Vacancies on the Board of Directors, except in the offices of the Executive Committee, shall be filled by appointment by the Executive Committee. Vacancies in the office of the President shall be filled by the Vice President. Vacancies in the office of the Vice President, Secretary or Treasurer shall be filled by regular election procedure. The Nominating Committee, with the approval of the Board may fill a vacancy in the officers until an election by the membership can be held. Persons so elected shall serve until the expiration of the original terms of office.

## **ARTICLE V – MEETINGS**

Section 1. The Annual Meeting of the Association shall be held in January unless otherwise ordered by the Association or by the Executive Committee.

Section 2. Special Meetings can be called by the President or by the Executive Committee and shall be called upon by written request of ten (10) members of the

Association. The purpose of the meeting shall be stated in the call. Except in cases of emergency, at least ten (10) days notice shall be given.

## **ARTICLE VI – EXECUTIVE COMMITTEE**

Section 1. The Executive Committee shall consist of the President, the Vice President, the Secretary and the Treasurer.

Section 2. The Executive Committee shall have general supervision of the affairs of the Association between its annual meetings, fix the hour and place of meetings, make recommendations to the Association, and shall perform such other duties as are specified in these By-laws. The Executive Committee shall be subject to the orders of the Association, and none of its acts shall conflict with actions taken by the Association.

## **ARTICLE VII – COMMITTEES**

Section 1. The Nominating Committee will be composed of those members retiring from the Board of Directors. They shall propose a slate of candidates to the Board of Directors at the December meeting. Before the election at the Annual Meeting in January, additional nominations from the floor shall be permitted. Persons nominated from the floor must have previously agreed to serve if elected.

Section 2. A Grievance Committee shall be composed of the Executive Committee as appointed by the President or the Executive Committee. All complaints or grievances must be submitted to a member of the Executive Committee in written form. Minutes of a Grievance Committee meeting will be maintained; however, such minutes will remain confidential.

Section 3. Such other committees, standing or special, shall be appointed by the President or the Executive Committee from time to time as deemed necessary to carry on the work of the Association. The President shall be an ex officio member of all committees except the Nominating Committee.

## **ARTICLE VIII – PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of ROBERT'S RULES OF ORDER shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with these By-laws and any special rules of order the Association may adopt.

## **ARTICLE IX – AMENDMENT OF BY-LAWS**

These By-laws can be amended at any regular meeting of the Association by a two-thirds vote of those members present, provided that the amendment has been submitted in

writing to the membership one month prior to a meeting and a quorum of ten percent (10%) of the current membership is in attendance.

## **ARTICLE X – AMENDMENTS TO THE RULES**

The Board of Directors may from time to time amend the rules of the BRHJA which shall have the same force and effect as the current Rules. Show managers, secretaries, and stewards will be notified promptly of any changes and will be required to post any rule changes at their shows. Such rules may be amended or rescinded by the membership by a two-thirds (2/3) vote of those members present at the Annual Meeting provided that the amendment has been submitted in writing to the membership one month prior to the Annual Meeting and a quorum of ten percent (10%) of the current membership is in attendance.

# **RULES OF THE BLUE RIDGE HUNTER JUMPER ASSOCIATION**

## **I. BRHJA MEMBER SHOWS**

A. In an effort to prevent conflicts, horse show application forms will be sent to all show managers requesting show dates beginning December 1 for the upcoming year. The Board of Directors will fit the dates on the BRHJA schedule. If there are any conflicts, the Board will contact the respective managers to resolve these problems. If a show date has been cancelled without valid reason, the member show will not be given priority consideration for show dates in the following year. For a show to be BRHJA approved, the Show Manager must be a BRHJA member in good standing. Requests for show dates must be accompanied by a non-refundable show fee and this show fee will not apply for any other date.

B. The number of BRHJA Member Shows shall not be limited in any calendar year.

C. Each member show shall provide an insurance binder showing proof of coverage for the days of the horse show. This binder shall be sent to the BRHJA Horse Show Coordinator at least one (1) week prior to the first day of the show.

D. All changes made in the BRHJA Rules and By-laws at an Annual Meeting in January will be retroactive to December 1 of the preceding year without exception.

E. There shall be a minimum of three (3) classes including the under saddle class per division with the following exceptions: Short Stirrup Equitation, Equitation 11 & Under, Equitation 12-14, Equitation 15-17 and Adult Equitation. Two classes are recognized in these divisions including the flat class.

F. Championship and Reserve Championship must be awarded in each recognized division except Short Stirrup Equitation, Equitation 11 & Under, Equitation 12-14, Equitation 15-17 and Adult Equitation. The Champion and Reserve Champion titles

shall be awarded to two of the four horses/ponies which shall have acquired the most points performing over fences. In addition to these points, only these four horses/ponies shall receive points for ribbons won in one under saddle class for the purpose of determining Champion and Reserve Champion titles. In case of a tie score the Championship and/or Reserve shall be awarded to the horse/pony that has accumulated the most points over fences. If horses/ponies have an equal number of points over fences and no points under saddle, the tied horses/ponies shall either hack or flip a coin to determine Championship and/or Reserve Championship. Six (6) ribbons per class must be awarded in each recognized division

G. In order to determine the Champion and Reserve in a division at any particular show, riders will earn points in each of the Division's classes as follows:

1 <sup>st</sup> Place – 10 points	5 <sup>th</sup> Place – 1 point
2 <sup>nd</sup> Place – 6 points	6 <sup>th</sup> Place – 5 points
3 <sup>rd</sup> Place – 4 points	Champion – 20 points
4 <sup>th</sup> Place – 2 points	Reserve – 12 points

Champion/Reserve to be awarded over 2 days for Children/Adult, Low and High Jumpers.

H. ***A minimum of three (3) entries must compete in a class in order for points to count for year-end awards.***

I. All horses/ponies must be serviceably sound in all hunter classes. Except in Under Saddle classes, all horses/ponies may be jogged for soundness with rider dismounted. Jogging will be at the discretion of the judge. Soundness shall be determined by either the official Show Veterinarian, if available, or the Judge after a second jogging. Prizelists must state the judging criteria, including complete class description, such as performance, manners, suitability and soundness.

J. BRHJA recognized divisions are as follows:

- Walk Trot
- Walk Trot Canter
- Cross Rails
- Short Stirrup Hunter
- Short Stirrup Equitation
- Pony Hunter
- Pre-Children's
- Children's Hunter
- Equitation 11 & Under
- Equitation 12-14
- Equitation 15-17
- BRHJA Medal
- Adult
- Adult Equitation
- Long Stirrup Hunter
- Low Hunter
- Adult Amateur Hunter
- Green Hunter
- (1<sup>st</sup> & 2<sup>nd</sup> year combined)
- Junior Hunter

Amateur Hunter  
Open Working Hunter  
Children/Adult Jumpers  
Progressive Jumper  
Low Jumpers  
High Jumpers

The BRHJA Medal Class must be offered at each Member Show. It is recommended that all other recognized divisions be included at each Member Show.

K. There shall be a steward, approved by the AHSA, SCHJA, NCHJA or BRHJA, designated on the Prizelist, attending each BRHJA recognized show, who is knowledgeable of USEF and BRHJA Rules and By-laws to handle questions and/or conflicts. Any question and/or conflict beyond the scope of the Steward shall be referred to a BRHJA Board Member if possible. If not, the decisions will be referred to the Board of Directors. For non-protestable decisions such as soundness, pony measurement, judge(s)' decisions regarding performance, see Rule X, Part II, Non-protestable Decisions, of the current AHSA Rule Book. Stewards shall be required to have a measuring stick, BRHJA and AHSA Rule Book at each show.

L. Medical personnel, which shall be an MD, PA, RN, FNP, EMT-P, EMT-I or a First Responder, shall be present from the beginning to the end of each show day. Medical coverage shall be optional for schooling days.

M. Show results will be sent to [www.HorseShowsOnline.com](http://www.HorseShowsOnline.com) within four (4) days of the last day of the show. Judges cards shall be kept by the Show Management through December 31 following the show year in question.

N. If a BRHJA rule is broken by a Member Show, the Show Manager shall receive a letter from the Board stating the infraction. A second offence shall be a letter plus a fine to be set by the Board. A third offence shall require the Show Manager to meet with the Executive Committee prior to receiving BRHJA rating for any future shows. The Board of Directors has the authority to not sanction or to revoke BRHJA status for

O. In case of questions and/or conflicts, the current By-laws and Rules of the BRHJA and/or AHSSA shall have effect.

## II. COURSES AND FENCES

- A. There shall be a course designer named in the show prizelist.
- B. Courses shall consist of not less than six (6) jumps. In-and-outs to count as one jump
- C. Short Stirrup courses will not consist of in-and-outs or oxers.
- D. No course shall begin with an in-and-out or an oxer.
- E. Maximum course heights by division are to be as follows:

Short Stirrup Hunter – 2'0" 12 & under  
Short Stirrup Equitation – 2'0"  
Small Pony Hunter – 2'  
Medium Pony Hunter – 2'3"  
Large Pony Hunter – 2'6"  
Children's Hunter – 2'9"  
Equitation 11 and under – 2'3"

Equitation 12-14 – 2'6"  
Equitation 15-17 – 3"  
Adult Equitation – 2'6" – 2'9"  
Long Stirrup Hunter – 2'0" 13 & over  
Low Hunter (optional) – 2'6"  
Low Hunter (optional) – 3'0"  
Adult Amateur Hunter – 2'6" – 2'9"  
Pre-children's/Adults – 2'3" – 2'6"  
Pre-Green – 2'3"  
Green Hunter/1<sup>st</sup> year – 2'9"  
Green Hunter/2<sup>nd</sup> year – 3'0"  
Junior Hunter – 3'0"  
Amateur Hunter – 3')'  
Open Working Hunter -0 3'6"  
Progressive Jumper 2'9"  
Children/Adult Jumpers – 3'3"  
Low Jumpers – 3'3" – 3'6"  
High Jumpers – 3'6" – 3'9"

G. Fences shall consist of brushes, gates, posts and rails, oxers and so forth. Jumps should appear solid by the use of brush, rails and other fillers and shall be constructed in such a manner as not to endanger horses or riders.

H. Oxers shall be set in the hunter divisions such that the back element is 3" to 6" higher than the front element. This is not a requirement for the jumper divisions. A single pole shall be used as the second element of the oxer. Gates are not to be used as the oxer's second element.

I. There shall be a designated schooling area consisting of at least one vertical and one oxer with ground lines.

J. If a jumping order is established, it must be posted at least 15 minutes before the class in a conspicuous place. The jumping order must be legible to a mounted rider.

Management may permit a rider to compete out of order to minimize delays.

K. Open schooling over fences in the show rings must be available by 10:00AM on the schooling day before the show is to start and prior to the morning sessions, unless weather conditions or other severe conditions restrict ring use. It is also recommended that a 15 minutes schooling session be provided for Short Stirrup riders.

L. A two (2) minute rule shall be put into effect at the discretion of show management to help minimize delay.

### **III. ELIGIBILITY**

A. Short Stirrup riders must be juniors (12 and under) who are in their first or second year of showing over fences in BRHJA rated divisions. They may not cross-enter into any other BRHJA rated hunter divisions over fences. However, they may enter their age group equitation division.

B. Junior riders must be 17 years or younger on December 1 of the show year.

C. Amateur riders must be 18 years or older on December 1 of the show year. Amateur riders are not required to own the horse or pony they show, however, they must meet the amateur requirements as defined by USEF.

D. Ponies must be 14.2 hands and under and be ridden by a Junior exhibitor (as defined in USEF Rule XII, Part IX, Section 1). A Pony measurement form must be filled out by a veterinarian and the Steward. The pony must be shown in at least one hunter class at that show. A BRHJA measurement card will be issued. If a pony measurement is protested and a current BRHJA or official USEF Pony Measurement card is unavailable, then the pony measurement shall be determined by the Steward at the show.

E. Long Stirrup riders must be 13 years old or older in their first or second year of showing. Riders shall not cross-enter into other BRHJA rated divisions over fences, except age group equitation.

F. BRHJA Medal Class shall be open to all BRHJA junior members. Fences shall be set at 2'6" for ponies and riders 12 years and under. Fences for horses and riders 13-17 shall be set at 3'. There shall be two divisions, one for fences to be set at 2'6" and another for fences set at 3'. Fences for the BRHJA Adult Medal Class will be set at 2'6". The top six (6) riders over fences shall return to be judged on the flat. Jumping portion shall count 70%, flat portion to count 30%.

G. At the end of the year, the BRHJA Medal Finals will be held at a designated show. The ten (10) riders who have accumulated the most points during the show year, including ties, shall be invited to compete in the BRHJA Medal Finals. Should an invitee not be able to exhibit in The Finals, the invitation will then be passed down the 11<sup>th</sup>, 12<sup>th</sup>, and so on, until the class is filled. The Finals shall have the same format as a regular BRHJA Medal class and also may include USEF Test Numbers 1-11, 13, 16, and/or 17 at the judge(s)' discretion. Year-end awards for the BRHJA Medal Division will include points earned at the Finals

H. Green Hunter may be a horse or pony of any age that has not shown over fences exceeding 2'6" at any show, equitation classes included. First year eligibility requires that a horse or pony has not shown over fences exceeding 2'6" prior to December 1 of the preceding year; second year eligibility requires that a horse or pony be in their second year of showing over fences exceeding 2'6". When shown in a Green division, a horse or pony in his first year of showing must show as a first year green horse, and a horse or pony in his second year of showing must be shown as a second year green horse.

I. Regular Working Hunter shall be open to all horses and riders.

J. Low Hunter shall be open to all riders and horses and/or ponies. Fence heights shall be optional at either a maximum of 2'6" or 3'0". The division may be split at the discretion of show management provided there are a minimum of five (5) entries per section. Sections will be judged separately if the division is split.

K. Junior and Amateur Hunters shall be split if there are two (2) or more entries in each division.

L. Children/Adult Jumpers shall be open to all juniors and amateurs.

M. Low Schooling Jumpers shall be open to professionals in addition to juniors and amateurs.

N. High Schooling Jumpers shall be open to professionals in addition to juniors and amateurs.

O. Progressive Jumpers shall be open to juniors and amateurs.

### III. YEAR-END POINTS/AWARDS

A. All horses and ponies, whether leased by the day, week, month or year are considered to be the property of the lessee, and the lessee must be a member of the BRHJA in order for points to count for year-end awards.

B. In order for points to count for year-end awards in all hunter divisions, both the owner and rider must be members of the BRHJA.

C. A minimum of three (3) entries must compete in a class in order for points to count for year-end awards.

D. Year-end awards will be based on points accumulated at BRHJA and BRHJA sanctioned shows throughout the show year and will be counted as follows:

1<sup>st</sup> place – 10

2<sup>nd</sup> place – 6

3<sup>rd</sup> place – 4

4<sup>th</sup> place – 2

5<sup>th</sup> place-1

6<sup>th</sup> place- .5

Champion – 20 points

Reserve Champion – 12 points

E. Year-end awards will be given in all BRHJA recognized divisions for first through sixth place.

F. See section VI for special points at the BRHJA Classic.

G. Scores of all horses/ponies will be kept with the BRHJA Points Secretary. Results from the member shows shall furnish the sole basis upon which the scores are figured and the BRHJA tally thus derived shall be final authority in determining winners. The BRHJA will use every care to achieve accuracy in compiling the scores, but shall not be liable for failure of a show to file results, nor responsible beyond the point of accurately figuring scores as furnished by the proper authorities of each show. Any participant wishing to dispute a particular tabulation must appeal the issue in writing, or contact a Board member before the banquet date following the show year in question. Any questions or dispute in connection with the competition will be referred to the Executive Committee whose verdict will be final.

### V. JUDGES and STEWARDS

A. Trainers with students who are BRHJA members may not judge or Steward a BRHJA show where their students are exhibitors, unless it is an emergency judging request by the show manager. However, in such instances, the substitute judge may not judge a

class or division in which any member of his/her family or any of his/her clients are participating. In the event of a conflict or dispute, the Steward shall refer to the USEF Rule Book.

B. No judge may judge more than two (2) BRHJA organized shows per year.

C. Judges are to sit alone. Show management may provide a ringmaster. Any guest judges must seek approval from the BRHJA Board or Show Management prior to the show. Show Management should provide a “runner” for the judge. Judges will work independently from the Show Managers and Secretaries.

D. Exhibitors and trainers may not talk to the judge until after the conclusion of each session (morning/afternoon) and only with the approval of the Steward.

E. Judges and Stewards must be either “R”, “r”, BRHJA, and/or SCHJA, or NCHJA approved.

**VI. CLASSIC** A. The BRHJA Classic must be conducted as a two round class. Immediately after the first round, all horses/ponies qualified for the second round must be jogged for soundness in front of all the judges officiating in the Classic.

B. Fences to be the same types allowed in the hunter divisions.

C. When using an open numerical judging system, one judging position must be appointed as the tie breaker.

A. BRHJA Classic points will be included for year-end awards as follows:

1<sup>st</sup> place – 20 points

2<sup>nd</sup> place – 15 points

3<sup>rd</sup> place – 12 points

4<sup>th</sup> place – 8 points

5<sup>th</sup> place – 4 points

6<sup>th</sup> place – 2 points

7<sup>th</sup> place – 1 points

8<sup>th</sup> place – .5 point

#### **IV. MISCELLANEOUS**

A. All juniors and adults mounted and/or riding anywhere on the show grounds, must wear protective headgear ASTM approved. Harnesses must be secured.

B. Horse show report forms will be available at all BRHJA Member Shows for members' comments, suggestions or complaints and are to be submitted to the BRHJA Secretary. The Steward shall also submit a report form to insure that all BRHJA standards are met. Report forms must be sent to the BRHJA Board after each show. Rules or By-laws violations shall be reviewed by the Grievance Committee and final decisions shall be presented to the respective Show Managers. The first offence shall be a letter stating changes to be made. The second offence shall be a fine set by the Board of Directors. Each violation sent to the Board shall be reviewed within 30 days. Any horse show found to be not in compliance with the above shall have its BRHJA rating revoked.

C. Annual membership dues are as follows:

Junior Membership- \$20.00

Senior Membership \$25.00

Each horse show chairman shall be a BRHJA member in good standing. There shall be a fee of \$50.00 the first day and \$25.00 thereafter to hold a BRJHA Rated Horse Show. There shall be an additional \$15.00 fee for mailing labels.

D. For all horse shows held at Harmon Field, Show Managers must refer to their current contract for information regarding fees due.

The following is a list of trophies to be awarded as Year-end Awards. They shall be presented at the BRHJA Annual Banquet.

Walk Trot- Jewel Box Memorial Trophy

Walk Trot Canter- High Point

Cross Rails-High Point

Short Stirrup Equitation – High Point  
Quarter Flash Trophy

11 and under Equitation – High Point

12 –14 Equitation – High Point

15 –17 Equitation – High Point

Adult Equitation – High Point

Overall Equitation – High Point  
Mary Sandzen Trophy

BRHJA Medal Final – First Place  
Gordan Wright Trophy

Short Stirrup Hunter – High Point  
Smoke Screen Perpetual Trophy

Pony Hunter – High Point  
Wanda Beauchamp Memorial Trophy

Children's Hunter – High Point  
Tigger Too Memorial Trophy

Long Stirrup Hunter – High Point  
Mileage Trophy

Low Hunter – High Point  
Sheldon Cooper Memorial Trophy

Green Hunter – High Point  
Frances Andrews Perpetual Trophy

Adult Amateur Hunter – High Point  
Puttin' on the Blitz Memorial Trophy

Junior Hunter – High Point  
Idle Blitz Trophy

Amateur Hunter – High Point  
Humble Pie Trophy

Regular Working Hunter – High Point  
Eleanor Jones Memorial Trophy

Children/Adult Jumper – High Point  
Diamond Jim Memorial Trophy

Low Jumper – High Point

High Jumper – High Point

Progressive Jumper – High Point

Lee Cone Perpetual – Adult Medal