

Barn Constitution

(revised May 2020)

Article I. MEMBERSHIP

Section 1. Barn membership consists of all current boarders and Dressage Team point people.

Section 2. Barn members must be enrolled undergraduate or graduate students, faculty, staff, or advisory committee members. Enrolled students are given priority over other applicants.

Section 3. Barn members are required to attend all barn meetings, scheduled events, and workdays unless an excused absence is granted. Work Study, Dressage Team members, and EQUUS members are encouraged to attend barn meetings, although it is not mandatory. The Executive Committee may give an excused absence prior to the scheduled event. Situations that warrant an excused absence include exams, academic functions, illness, and family emergencies. **Paid employment, internships, schoolwork, or volunteer work is not a warranted excuse if a minimum of two weeks' notice is given.** Other situations may be discussed and will be determined by the Executive Committee and/or faculty advisor. Barn members must complete the Horse Barn Cooperative class each semester they are in membership. Barn members must fulfill all horse watch and chore duties.

Section 4. As decided by the executive committee, a written warning will be issued to any barn member/horse who disobeys/breaks UVM Horse Barn rules as per the *Constitution* and *Code of Conduct*. A third infraction in one year is grounds for dismissal from the barn, at the discretion of the Executive Committee and barn faculty advisors.

Written warnings will be issued in the following manner. A verbal warning will be issued within five business days of the infraction being brought to the Executive Committee's attention.. The Executive Committee will then schedule a closed meeting with the barn faculty advisors to discuss the infraction and issue a written warning.. At this point, each member involved will have the opportunity to request a meeting with the Executive Committee and barn faculty advisors where he/she can discuss and/or appeal the warning. If the member does not request a meeting within 5 business days of receiving the written warning, the member waives his/her right to appeal the warning at a future time. If the member chooses to appeal, he/she may give his/her testimony as well as present any other individuals to the committee who he/she feel can give further information regarding the situation in question. The member(s) involved, as well as the said witnesses, will address the committee individually. The Executive Committee and barn faculty advisors will then discuss the issue further in a closed meeting. A designated faculty member will decide if the warning will be upheld; the faculty member will notify the involved member(s) in person and in private. Once the above process is complete, there will be no further consideration of the incident by the Executive Committee. The next avenue for appeal is the Department Chair of Animal and Veterinary Sciences.

In the event that an infraction occurs that the Executive Committee or barn faculty advisors deem to be minor and not deserving of a written warning, a verbal reminder of the rules will be issued. Repeated minor infractions will result in the issuance of a written warning. The severity of an infraction will be determined by the Executive Committee and barn faculty advisors.

Horse and member warnings will be considered separately. If a member or horse receives three warnings during one academic year, that member or horse could be dismissed from the barn at the discretion of the Executive Committee and barn faculty advisors. If a member is dismissed from the barn, the horse is also dismissed from the barn. That horse will not be allowed back into the barn unless under different ownership (the new owner must apply with the horse). If a horse receives three warnings and is dismissed from the barn, the barn member may apply with a different horse. Acceptance of that horse will be at the discretion of the Executive Committee. If the member does not have a suitable replacement horse, he/she will lose her stall. If for any other reason, a member's horse leaves the barn, that member may apply with a different horse. Acceptance of that horse will be at the discretion of the Executive Committee. If the member does not have a suitable replacement horse, he/she will lose her stall.

Section 5. If for any reason a member leaves membership, other than a mandatory dismissal, he/she will be responsible for all member duties and board payments for the remainder of the semester in which he/she leaves at the discretion of the faculty advisors and Executive Committee. In the event that another suitable applicant is available to fill the stall and the member duties, the previous member may be released from membership duties and board payments at the discretion of the Executive Committee and faculty advisors. If a member gives written notification to the Executive Committee that they are leaving for any reason, but then change their mind and wish to stay or return to the barn, they will not be guaranteed their old stall back, even if it has not been filled by a new member yet. If a member voluntarily chooses to leave the Horse Barn, but then wishes to return, they must put in a new application for the next academic year to be reconsidered for barn membership. In the event that there is no suitable applicant available to fill the stall, the previous member may be readmitted to the barn at the discretion of the Executive Committee.

Section 6. If a member in good standing decides to study abroad there are three scenarios:

- 1. Fall Semester:** If a member is studying abroad for the fall semester and has been re-admitted for that academic year, an attempt will be made to provide a stall for the spring semester, but it is not guaranteed. After filling out the end-of-year reapplication and being admitted, they may return the following year. The member still has the right to vote on barn issues. The votes must be submitted by email or phone in a timely manner.
- 2. Spring Semester:** If a member is studying abroad for the spring semester and has been re-admitted for that academic year, their spot will be filled for the spring semester. After filling out the end-of-year reapplication and being admitted, they

may return the following year. The member still has the right to vote on barn issues. The votes must be submitted by email or phone in a timely manner.

3. **Full Academic Year:** If a member is studying abroad for the full academic year and has given notice in their reapplication, an attempt will be made to have a spot available when they return the following year, but there is no guarantee. The member still has the right to vote on barn issues. The votes must be submitted by email or phone in a timely manner.

Section 7. If an ex-barn member reapplies to the Horse Barn, this member's application will be reviewed along with all other applications. No special preference will be given. An ex-barn member is defined as someone who has chosen to leave or not return to the horse barn and has not made any special arrangements for his/her stall to be saved.

Section 8. All barn members are required to fulfill the expectations of being a UVM Horse Barn Member as outlined by the document, *Barn Member Expectations*. All barn members shall willingly participate in barn activities when called upon to do so.

Article II. APPLICATION PROCEDURES & ACCEPTANCE CRITERIA

Section 1. Acceptance in the barn will be determined through an application process. For non-current barn members, applications must be received by the faculty advisor by April 1st for fall openings and by November 15th for spring openings. Acceptance of suitable students and horses will be decided by current horse barn members via a majority vote. A tie will be decided by the faculty advisors.

Section 2. If there are more applications than stalls available, then a waiting list will be made to include all remaining acceptable applicants. Any acceptable applications received after the deadline of April 1st will be put on the end of this list in the order in which the applications were received.

Section 3. Each barn member must submit a reapplication by April 1st if they would like to be reconsidered for membership in the next year. Returning barn members are not guaranteed a place for the next year. Reacceptance will be based on past performance and contributions to the barn. The faculty advisors will decide who is re-accepted into the barn based on the member's performance and reapplication, as well as recommendations from the UVM Horse Barn Executive Committee.

Section 4. There is a four-year barn membership limit for any boarder. For extenuating circumstances, a waiver may be issued at the discretion of the faculty advisors following recommendations by the UVM Horse Barn Executive Committee.

Section 5. Eligibility for horses is limited to geldings and non-pregnant mares. Horses known to repeatedly kick, bite, have other dangerous habits or vices, or display other aggressive behaviors that make handlers or other horses at risk are considered

unacceptable. A new barn applicant must have worked with the horse he/she is applying with for a minimum of one year to be considered for acceptance OR must have owned the horse for a minimum of 6 months. A returning or current barn member in good standing may apply with a horse he/she has worked with for less than one year. Acceptance will be at the discretion of the faculty advisors following recommendations by the UVM Horse Barn Executive Committee and barn members. A trial period of 4 weeks will be required, and the horse may be asked to leave without warning during this time. Acceptance will be based on compatibility of the horse and the applicant to the cooperative barn environment.

Article III. STALL ALLOCATION

Section 1. The assignment of stalls in the UVM Horse Barn will be done by the UVM Horse Barn Executive Committee before the start of each academic semester. All stall assignments are subject to change throughout the year at the discretion of the UVM Horse Barn Executive Committee, with justified cause.

Section 2. When any stall assignments change, the stall condition report must be reviewed, and any damage done to the previously assigned stall must be repaired before the issuance of a new stall and the signing of a new stall condition report.

Section 3. Stall condition reports will be filled out by the UVM Horse Barn Executive Committee and the boarder upon arrival. Stalls must be maintained as described in the stall condition report. Stalls will be reexamined by the UVM Horse Barn Executive Committee and boarder upon departure.

Article IV. HORSE CARE

Section 1. Each day barn members are required to muck out their stall and refill water buckets and/or throw PM hay. AM and PM grain must be made up and left on the appropriate shelf in the feed room. AM feedings are done by the Executive Committee. All other feedings are covered by horse watch.

Section 2. Barn members are responsible for the proper exercising of their horses, as appropriate to the horse's health and barn safety.

Section 3. Barn members must follow the vet schedule as stated in the UVM Horse Barn Boarding Contract and are responsible for their own farrier care, however the Executive Committee schedules regular farrier visits.

Article V. HORSE SAFETY

Section 1. All horses must have a leather halter or a nylon halter with a leather or Velcro safety strap.

Section 2. No more than four horses are allowed in pastures 1-7 and 10-12. No more than three horses are allowed in pasture 8 and no more than one horse in 9a-d.. If

there are horses turned out, there must be a person responsible for them on the grounds of the UVM Farm.

Section 3. There must be no more than four sets of cross ties in each aisle (total 8). No horse may be left unattended while on the cross ties. There will be no ground tying or training in the aisle.

Section 4. No more than six horses may be worked at the same time in the indoor arena and no more than eight horses may be worked at the same time in the outdoor. With the exception of clinics, shows, and demonstrations. UVM classes are entitled to full use of the ring.

Section 5. No horse may be turned out loose in the outdoor arena. No horse may be turned out in the indoor arena without an attendant in the barn at all times.

Article VI. BOARDER SAFETY

Section 1. All barn members must fill out an emergency contact sheet upon arrival to the UVM Horse Barn to put in their personal folder.

Section 2. All barn members must print out their class schedule which includes times, building and room numbers to put into their personal folder by the first coop meeting. Members are responsible for alerting the executive committee if there are any changes.

Section 3. In the event of an accident and/or incident involving horse(s) at the UVM Farm, an accident or incident report must be filled out and a member of the Executive Committee must be notified.

Article VII. RIDER SAFETY

Section 1. All riders are required to wear an ASTM/SEI approved helmet with a harness or chin strap fastened when mounted.

Section 2. All barn members and guests must sign a release form before interacting with any of the horses. Release forms are located on the wall of the office.

Section 3. When working in the indoor or outdoor arenas, all exits must be closed at all times.

Section 4. Boarders may bring in their own trainer(s) for lessons. Outside trainers must show proof of instructor's insurance before teaching in the UVM facilities.

Section 5. Boarders may only give lessons to persons affiliated with UVM. All lessons must be approved by UVM Horse Barn Executive Committee in advance of their occurrence. Lessons must be entered on arena use calendar and/or the horse watch book.

All UVM classes, events and scheduled use of the arena take precedence over lesson giving or taking.

Section 6. All lessees or part-lessees of horses in the UVM barn must be approved by UVM Horse Barn Executive Committee.

Section 7. All visitor riding/driving must have owner (or lessee) of horse being ridden/driven in attendance at all times. (This means in the ring with the visitor and horse.) If the owner (or lessee) cannot be present, he/she must ensure that the visiting rider/driver signs a risk release form and adheres to all barn rules, including cleaning up, safety while riding, and proper horse care. If the visitor is in violation of any barn rule, the owner (or lessee) will be held responsible.

Section 8. All exercising of horses after 5 p.m. should adhere to the following guidelines for optimum safety precautions:

- a. A companion should accompany the member to the barn to be present (can study in tack room) in the advent of an accident or emergency.
- b. If #1 is impossible, the member should have pre-arranged a time to call other member/friend upon return from the barn. If that call is not made/received within appropriate time, other member/friend should go to barn (or call campus police) to check barn.

Section 9. From 5:00pm-9:00am, keep all exits to barn secured by closing doors or putting safety boards across openings.

Section 10. Do not ride horses in barn.

Article VIII. MORNING FEEDING

Section 1. Morning feeding will be started between 6:30-7:30 a.m. The morning feeder will first feed hay and then grain.

Section 2. The Executive Committee members will be given the first option to do the morning feeding of the horses. If this option is not taken, other boarders may apply and will be chosen by a majority decision of all barn members.

Section 3. Whomever does morning feeding will get 1/30th of monthly board taken off their board each day that they feed.

Article IX. BARN EXECUTIVE OFFICERS

Section 1. No more than three to four current barn members will be selected for UVM Horse Barn Executive Committee by the faculty advisors and current executive committee members..

Section 2. Any current barn member who has had their horse in the barn for at least one full academic year may indicate that they are interested in being considered for the UVM Horse Barn Executive Committee on their re-application due in early April or by completing an application throughout the year. Ideal candidates will have enough time in their academic schedule to devote to the committee, have extensive knowledge of good horse management practices, be very safety conscious, display leadership qualities, be highly responsible, reliable, considerate and honest, communicate well with peers, staff and faculty, be approachable, and have a positive attitude about the barn.

Section 3. The members of UVM Horse Barn Executive Committee will sign up for one credit of Horse Barn Executive Committee every semester. UVM Horse Barn executive committee will meet at least every other week with the barn faculty advisor.

Section 4. Selection of UVM Horse Barn executive members will be in the month of April or earlier as needed. The new members will work in cooperation with the present school year's executive members and shall assume their official duties in May.

Section 5. Executive members may receive stricter consequences for violating member expectations and may be asked to step down from the executive committee. Decisions will be left to the faculty advisor.

Section 6. All barn executive members must be present for any policy discrepancies.

Section 7. The UVM Horse Barn Executive Committee shall be responsible for the following:

- A. Event coordination including community events and programs
- B. Meeting coordination including executive committee and barn meetings
- C. Member coordination including new applicants and current member paperwork
- D. Facility coordination including pastures, stalls, arena, tack room, repairs, feed and shavings
- E. Finances including board and budget
- F. Schedule coordination including horse watch, night check, vacation watch and exam watch, as well as vet and farrier work

Article X. CHANGES TO CONSTITUTION

Section 1. Any changes to the UVM Horse Barn Constitution must be approved by a three-fourths majority of current barn members. Members will vote at an open barn meeting after being provided with a copy of the proposed changes. Any member may propose changes to the Barn Constitution.