

UVM Horse Barn



(revised February 2016)

Article I. MEMBERSHIP

Section 1. Barn membership consists of all current boarders.

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

Section 3. Boarders are required to attend all barn meetings, scheduled events and work days unless an excused absence is granted. Work Study and EQUUS members are encouraged to attend barn meetings, although it is not mandatory. The faculty barn manager may give an excused absence prior to the scheduled event. Situations that warrant an excused absence include exams, academic functions, illness, and family emergencies. Work is not a warranted excuse. Other situations may be discussed with, and will be determined by, the executive committee and/or faculty barn manager. Boarders must complete the Horse Barn Cooperative class each semester they are in membership. Boarders must fulfill all horse watch and chore duties.

Section 4. As decided by the executive committee, a written warning will be issued to any boarder/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 days of the infraction being brought to the executive committee's attention; an executive board member will alert the member of the infraction. The executive committee will then schedule a closed meeting with the barn faculty advisors to discuss the infraction and review the Constitution in order to deem it worthy of a warning. If the decision to issue a warning for the infraction is made by the executive board, the member(s) involved will be issued a written warning in person or via email. At this point, each member involved will be invited to a meeting of the executive committee and barn faculty advisors where he/she can appeal the warning. If the member does not attend the meeting, the member waives his/her right to appeal the warning at a future time. If the member chooses to attend this meeting, 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 with regard to 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 his/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 his/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. 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. 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 offered their old stall back, even if it has not been filled by a new member yet. 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 member in good standing decides to study abroad, the member has two options for remaining in barn membership. Option A: the member may ask that her/his stall be guaranteed for the following year. The member must go through the reapplication process. If accepted, he/she will be guaranteed a stall for the following year only. During the academic year the student is studying abroad, his/her stall will be filled for the entire year. The student relinquishes the right to vote on any barn issues. Option B: The student may request that his/her stall be saved. The member must go through the reapplication process. If accepted, during the semester(s) the student is abroad he/she must pay a reduced board and the stall will remain empty. If the student returns to the barn with his/her horse during that year, he/she must pay full board and complete all membership duties. The member still has the right to vote on barn issues. He/she will agree to submit his/her votes by telephone or e-mail 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 barn manager by April 1st. Acceptance of suitable students and horses will be decided by Animal and Veterinary Sciences faculty/staff following the recommendations of the UVM Horse Barn executive committee and barn members.

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 boarder 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. Animal and Veterinary Sciences faculty/staff will decide who is reaccepted 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 Animal and Veterinary Sciences faculty/staff 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 kick, bite, or have other dangerous habits and vices 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 Animal and Veterinary Sciences faculty/staff 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 boarders must make arrangements to muck out stalls and refill water buckets. AM and PM grain must be left on the appropriate shelf in the feed room. Morning and evening feeders are provided.

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

Section 3. Boarders must follow the vet schedule as stated in the UVM Horse Barn Boarding Contract and are responsible for their own farrier care.

Article V. SAFETY

Section 1. No nylon halters are to be worn in the stalls or in the pastures. Nylon halters with a leather safety strap are acceptable for turn out.

Section 2. No more than four horses are allowed in the upper and lower paddocks at any time. If there is a horse out there must be a person responsible for that horse 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 eight horses may be worked at the same time in either of the riding rings with the exception of UVM Drill Team practices.

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 ring with the horse at all times.

Article VI. BOARDER SAFETY

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

Section 2. All boarders must write down their class schedule which includes times, building and room numbers to put into their personal folder.

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.

Article VII. RIDER SAFETY

Section 1. All riders are required to wear an ASTM/SEI approved hard hat with a harness and a chin strap when mounted.

Section 2. All riders must sign a release form before mounting.

Section 3. When working in the outdoor ring, the gate must be closed at all times. When working in the indoor ring, all exits must be secured at all times.

Section 4. Boarders may bring in their own trainer(s) for lessons. Outside trainers must show proof of 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. 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 insure 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 absolutely 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. 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, then grain and then water.

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. Three to four current barn members will be selected for UVM Horse Barn executive committee by the Animal and Veterinary Sciences faculty/staff after soliciting recommendations from the current UVM Horse Barn executive committee and barn 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. 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 manager.

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

Section 5. All barn executive members must be present for any policy discrepancies.

Section 6. 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 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.