

## I. NAMHSA BOARD

### A. President (*see also Bylaws, Article V*)

1. Nomination of candidates for positions: For relevant positions, the President may make a single nomination and request a vote for Board approval OR the President may ask the Board to vote among two or more candidates.
2. The President does not formally vote on issues before the Board, except in the case of a tie.
3. The President is the list-owner of the Board email list.
4. The President may not show at NAN during the year of her/his presidency.

### B. Vice President (VP) (*see also Bylaws, Article V*)

5. The VP is the list-owner of the NAMHSA-Discussion list.
6. The VP may show at NAN during the year of her/his vice presidency.

### C. Regional Representatives (*see also Bylaws, Article VI*)

1. The Regional Representatives are list-owners of their respective Regional NAMHSA email lists.
2. The Regional Representatives participate actively in all Board discussions.
3. The Regional Representatives submit monthly reports on their regions to the Board for inclusion in the minutes and NAMHSA News.
4. Upon request of the President, the Regional Representatives poll their regions, formally or informally, and report results.
5. The Regional Representatives are a liaison between the Board and the hobbyists of their region.

### D. Treasurer (*see also Bylaws, Article V*)

1. The Treasurer is a paid position with checks issued twice per year (*Approved 10-0, 11/05, #12263*).
2. Payment level \$50/month with checks issued twice per year (*Approved 10-0, 11/05, #12264*).
3. The Treasurer maintains the NAMHSA PO Box – the PO Box may move with the Treasurer.
4. The Treasurer submits monthly and quarterly financial reports to the Board. The Treasurer submits NAN and NAN Auction financial reports to the Board.

### E. Show Membership Secretary (SMS) and SMS Operations (*see also Bylaws, Article V*)

1. The SMS is a paid appointed position with checks of \$300 issued in July for prior 6 months and \$300 in January for prior 6 months (*Approved 12-0, 1/07, #18702*).
2. Show Card Distributor: The position of SCD was created 4/19/05 when the SMS position was split into SMS and SCD (*Approved 11-0, 4/05, #10058, see also #9835*). The SCD position was rolled back into the SMS duties when Jenn Tate became the SMS in April 2006.
3. Petty cash: \$400 (*Approved 8-0, 3/04, #5769*)

4. Access (program): Purchase of Access for the SMS to use for the length of his/her term. (*Approved 80, 8/05, #11672*)
5. Mailing of NAN cards: send with delivery confirmation. (*Approved 9-0, 4/06, #14468*)

### **F. Recording Secretary (*see also Bylaws, Article V*)**

1. The RS is responsible for compiling and posting minutes of Board discussions, generally twice per month.
2. The RS is responsible for soliciting for candidates for Regional Representative, President and Vice President at election time, as well as for receiving nominations and candidate statements, and for preparing ballots.
3. The RS is responsible for setting up Board (Internet) polls at the President's request.

### **G. Parliamentarian**

1. The Parliamentarian is appointed by the President with majority approval of the Board.
2. The Parliamentarian serves a three year, renewable term.
3. The Parliamentarian presides over issues of formal Board protocol.

### **H. Other Positions**

Other positions that articulate with the NAMHSA Board (but are not technically part of the Board) include:

#### **1. Public Relations (PR) Officer**

- a. The PR position is appointed by the President with majority approval of the Board.
- b. The PR position is a three year, renewable term.
- c. The PR person prepares and posts the NAMHSA News twice per month, prepares and posts announcements, and posts other official NAMHSA communication as needed.

#### **2. Website Administrator**

- a. The Web Administrator is appointed by the President with majority approval of the Board.
- b. The Web Administrator serves a three year, renewable term.
- c. The Web Administrator updates and revises the NAMHSA website as needed.

#### **3. Graphics Artist – as needed**

- a. Previously, NAMHSA positions included a Graphics Artist, who created, published, and mailed the NAMHSA Quarterly. As the NAMHSA Quarterly no longer exists, this position has not been filled but may be used for needs of NAN or other special projects.

#### **4. Merit Award Coordinator (MAC)**

- a. The MAC is appointed by the President with majority approval of the Board.
- b. The MAC is a three year, renewable term.
- c. The MAC receives applications for Merit Awards, enters award winners and necessary information into the Merit Award data base, and uploads the Merit Award data base to the NAMHSA files at least three times per year.

- d. The MAC sends Merit Award fees to the Treasurer as needed.
- e. The MAC creates and sends out certificates and ensures that plaques are sent out.
- f. The MAC works with the Website Administrator to maintain the Merit Award gallery.

### **5. Individual Membership Secretary (IM Secretary) (*see also Bylaws, Article V*)**

- a. The IM Secretary receives applications for individual memberships submitted with or without NAN entry.
- b. The IM Secretary maintains the IM database, forwards the database to the Recording Secretary, NAN Registrar, Treasurer, and other officers as needed. In addition, the IM Secretary uploads the IM database to the NAMHSA files at least three times per year.
- c. The IM Secretary forwards IM fees to the Treasurer as needed.

### **6. Social Media Coordinator**

- a. Creating engaging interactive unique online events, such as photo contests, coloring contest, digital scavenger hunts etc. on official NAMHSA pages, such as Facebook, Instagram, Twitter, etc.
- b. Posting about upcoming NAN Approved shows in the various Regions or Hobby groups on Facebook, Instagram, and Twitter, etc. As well boosting all official PR notices, and directing questions to the appropriate Regional Rep, volunteer, or other person as needed.
- c. Sharing hobby related content from vendors, artists, manufacturers and other hobby equine sites or organizations.

### **7. NAMHSA Youth Coordinator**

- a. Working with showholders to answer question, or encourage Youth classes at event.
- b. Reaching out to other Non-Profit Children's programs such as 4H, Girl Scouts and Breyer's Children's program to connect these orgs with local showholders to include or encourage Youth attendance, as well as encourage showholders in creating original Youth events.
- c. Maintaining and administration of a Mentor list to connect inquiring youth to local mentors for showing, judging, and new show creation. Requesting any PR related items to encourage mentor-ship.
- d. Assist with, and encourage all fundraising options for Youth events.
- e. Act as Event Chair for any NAN Youth event options if available.

## **I. Board Email List**

- 1. The NAMHSA President is owner of the Board newsletter email list.
- 2. New Board members must sign the non-disclosure form prior to being allowed access to the Board email list.
- 3. The Board email list members allowed access include: President, Vice President, all 11 Regional Representatives, Show Member Secretary, Recording Secretary, Treasurer, Parliamentarian, PR Officer, and other volunteers at the Board's discretion.

4. The webmaster/mistress and the graphic artist will be included on the Board email list (*Approved 110, 1/04, #4735*).
5. In recent practice, the Merit Award Coordinator and IM Secretary have also been included on the Board email list.
6. NAN-specific officers, including the NAN Chair, NAN Registrar, NAN Auction Chair, and NAN Sponsorship chair have typically not been members of the Board email list, unless the individual also holds a post listed above but may be allowed access at Board discretion.

## II. NAMHSA Regions

- A. Washington DC was put into Region 9 (Note, put into Region 9 as it was defined in October 2001) (*Approved 10/01*).
- B. Redistricting to the current 11 Regions was proposed 11/01

## III. Financial Affairs

### A. IRS Status

Approved IRS reclassification of NAMHSA as 501(c)4 rather than 501(c)7 (*9-0, 10/05, #12049*).

### B. CPA

John Zahner CPA for 2003 taxes (*Approved 10-0, 3/04, #5738*).

Ryan Hagen NFP CPA in advisory capacity (*Approved 11-0, 4/04, #5981*).

Sid Berger for 2004 taxes (*Approved 9-0, 9/04, #8348*). \*Note: Sid Berger passed away in August 2008.

Leslie Dangelmary, CPA with Hess & Rohmer, P.C for 2015 – current (2020) taxes.

### C. Financial Policy

1. The full financial policy is available as a stand-alone document (Board files).
2. Financial Policy Approved 5/1/03 (*8-0*).
3. Financial Policy outlined by J. Arns in post #2210. Approved for adoption 8/16/03 (*11-0, #3053*).
4. NAMHSA business PayPal account - Approved and to be maintained by the Treasurer (*Approved 11-0, 3/04, #5567*).
5. Revised financial policy was approved 4/19/04.

## IV. NAN

### A. Program

- a. Jackie Hamilton paid \$1000 for upgrade/support (*Approved 9-0, 8/04, #8234*).
- b. Budget approved for \$100 per page / support for program graphics (*Approved 9-0, 11/19*)

### B. NAN Committee Stipends

1. For NAN positions eligible for stipends, the person earns half of the stipend for work done up to NAN and the other half for performance at NAN (*Approved 8-0, 10/05, #11967*).
2. Stipend for NAN Chair: \$525 each for NAN 2012 (*Approved 7-4, 9/11, #38164*); supersedes \$450 starting in 2008 (*Approved 11-0, 7/07*).
3. Stipend for NAN Registrar: \$525 each for NAN 2016 (*Approved 7-4, 9/11, #38164*); supersedes \$525 starting in 2012 (*Approved 11-0, 7/07*).
4. Stipend for NAN Auction Chair: \$300 each starting in 2004? (*Approved ?*)

### C. NAN Qualification

1. Performance Qualification:
  - a. Western performance qualification is required for Western performance entry, English performance qualification is required for English performance entry.
  - b. For Saddleseat/Park entry, either an Other performance or an English performance qualification will suffice for entry.
  - c. For entry into Other performance classes at NAN, any performance qualification (English or Western or Other) will suffice. A single English qualification may be used for entry into both English and likewise, a single Western qualification may be used for entry into both Western and Other performance. (*Approved 7-2, 4/02, #14537*)
2. Update for Other Performance: Rule requiring other performance qualification in order to enter Other performance at NAN Approved to be sent to membership for vote. (*Approved 11-0, 12/06, #18308*)
3. Non-Breed-Halter Qualification: The color yellow will be used for collectability, workmanship, and all other non-breed halter classes. Yellow cards will be mailed to shows with show dates starting at 5/1/06. (*Approved 9-0, #13724*)
4. CM Decorator Qualification: CM decorators will be eligible for NAN qualification in the workmanship division. (*Approved 8-2, 10/06, #17407*)
5. All other non-equine animals are ineligible for any form of NAN qualification. (*Approved 11-1, 12/07 #23011, and 10-1, 2/09 #27229*) (*See change to policy, 8-1, 4/18/19*).
  - a. Eligibility for fantasy equines and medallion bas relief have been changed in the bylaws and the policy document see below. Item 6 reflects this change.
6. Fantasy Equine eligibility is limited to equine based fantasy models such as: Equine Unicorns, Pegasus, Hippocampus, Hippogriff, Thestral, Zombie Horse, Skeletal Horse, or other fantasy equines which depict a creature that is at least 50% equine in form.
  - a. Determination of the 50% compliance for equine creatures is decided at the show level at discretion of the show holder; this may be delegated to the show judge(s).

1. Approval of the 50% compliant equine models at the local show level does **not** guarantee eligibility at NAN. This will be at the discretion of the NAN Registrar or NAN Chair at NAN during judging. (Approval can be obtained in advance by contacting the Registrar prior to NAN Registration).
2. Creatures that have partial human anatomy or anatomy similar to humans, are not allowed even if they are more than 50% equine.
  - b. OF models will be judged based on collectability criteria already outlined on the NAMHSA website and in the NAN packet.
  - c. CM/AR entries will be judged based on artistry of the sculpture, lack of prepping and painting flaws, overall presentation and believability of the creature's biomechanics
7. Bas-Relief and Bust Qualifications: Painted or glazed items depicting the head, upper torso, and/or including significant portion of body of one or more horses on a bas-relief (aka: plaques, medallions, cookie) or busts depicting the head and shoulder/chest of 1 or more equines can be qualified when judged in workmanship for eligibility in workmanship classes only at NAN. *(Approved 8-1, 3/5/19 - 124/17, 6/7/19)*
8. Purple Cards awarded to NAN Champions and Reserve Champions automatically qualify for future NAN with no expiration date (until card is used), at the current NAN NAMHSA Member or Non-Member entry rate. Limited to entry in the specific class in which card was won. If the specific class is not offered, entry will be valid for the closest equivalent class, at discretion of NAN Registrar. *(07/12/23)*

### D. NAN Qualification Cards:

1. NAN qualification cards are color coded as follows:
  - Green = breed halter qualification
  - Yellow = non-breed halter qualification (including collectability and workmanship)
  - Pink = performance qualification
  - Purple = NAN Champion and Reserve Champion winners
2. Qualification cards may NOT be duplicated. This language ("Do Not Duplicate") was added to the NAN cards in 2009. In addition, the show membership application includes a section explaining that NAN cards may not be duplicated, copied, scanned or reproduced and if this occurs, ALL NAN cards from that show will be considered null and void. *(Approved 11-1, 9/08, #25797)*
3. End of Show Year Policy: When NAN show year ends on a Saturday, a two day weekend member show is considered to be a single show occurring in the NAN show year in which it is begun. All classes and all NAN tickets, whether awarded on Saturday or Sunday, are valid for the same NAN cycle. *(Approved 9-0, 1/05, #9026)*
4. In case of cancellation or date change of NAN, qualification cards will automatically be extended for additional 1 year of eligibility. *(Approved 8-0, 4/18/19)*
5. Purple cards will have no expiration date and will be accepted for any future NAN until the card is used for entry. *(Approved 07/12/23)*

### E. NAN Entry Fees, Timing

1. NAN base fee effective beginning NAN 2012: Non-Members: \$65.00 (entrants who are neither individual nor show members) (approved 11-1, 3/12, #40498, supersedes that set for NAN 06 – \$50 approved 5-3, 3/06, #13789), current Members renewing membership: \$65.00, with discount for current paid members: \$35.00 (*Approved 11-1, 3/12, #40498, supersedes that set for NAN 2006 - \$50 Approved 5-3, 3/06, #13789*)
2. Late Entry: Late entry was not approved for NAN 2006 (3/06).

### F. NAN Judges/Judging Criteria

1. Judge pay rate: \$100 per day, plus \$10 lunch allowance (*Approved 12-0, 2/12, #40271*) supersedes \$75/day Approved for NAN 2006 (*Approved 8-1, 4/06, #14440*), checks are mailed by the Treasurer after NAN once judge attendance is tallied. \*\*\* \$10 lunch allowance may be waived if lunch is provided by NAMHSA (*Approved 9-0, 12/19/19*)
2. Judging standards: A list of judging standards was approved for use at NAN 2009 (12-0, 1/09 #26813).
3. Non-anonymity: Judges Names will be published with their own individual placings in NAN classes. (*Approved 10-1, 4/09*) NOTE: This policy supersedes the previous policy of not publishing judges' names in association with their placings.
4. For the purposes of NAN judges and showing by proxy, the NAN divisions are defined as:
  - OF Plastic Breed Halter
  - CM/AR/OS Performance
  - OF Performance
  - CM Breed and Workmanship Halter
  - AR Breed and Workmanship Halter
  - OF Plastic Collectability
  - OF China Breed and Collectability and CG China Breed and Workmanship Medallions and Busts (*Approved 8-1, 4/19*)
5. Judges shall not have any contact with their proxy shower or with their models in the show hall during the hours in which the show is taking place on the day(s) that the judge is judging (from the time the show hall opens in the morning until the placings of the last class have been announced). Contact outside of the show hall before the day's showing has commenced or after the show has completed is permitted.
6. In the case where NAN is hosted in a stand-alone building, "the show hall" is to be defined as the entire building in which NAN is taking place. In the case where NAN is hosted in rooms inside a hotel, "the show hall" is to be defined as any rooms being utilized for the NAN show as well as the area immediately surrounding these rooms (lobby, restrooms, etc.).
7. Judges shall be limited to showing by proxy in one division, with no limit on the number of classes or number of horses they may enter (7-5, 4/13 #45620). Supersedes previous policy of 20 entries by proxy on the day(s) they are judging, in the division(s) they are not judging. (10-1, 3/12

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#40658)

8. Rule infractions shall be brought to the attention of the NAN Chair(s) as soon as possible. All alleged infractions will be investigated by the Chair(s) or his/her/their designee.
9. Penalties for rule infractions verified by the Chair(s) may include: loss of judge's pay for the day, removal from the judge pool for the remainder of the day, loss of any placings by the judge's proxy horses for the day, and scratching of any proxy horses not yet shown that day at the time of the infraction. (*Approved 10-1, 3/12, #40658*)
10. NAN protocol to ensure a horse is in the appropriate class (*Approved 11-0, 12/13, #48520*):  
If a judge has a question about a horse being in an inappropriate class:
  - a. The judge directs his/her Ring Steward to the entry in question. The Ring Steward then quietly suspends judging until the question is answered.
  - b. The Ring Steward takes the question to the Head Steward, who then asks the Registrar for confirmation that the model number is entered in that class and explains the perceived problem with the entry.
  - c. If the Registrar confirms that the model is entered in that class and the model is deemed by the Registrar to be appropriate for the class, the Head Steward will pass instructions down to the Ring Steward and to the judge that the class is to proceed "as is".
  - d. However, if the Registrar determines that although the model is entered in that class paperwork but the model is inappropriate for the class, the Head Steward will consult with the Registrar and explain the anomaly (wrong scale, wrong color, wrong manufacturer, etc.). If more information is needed the Registrar or Head Steward may call the owner up and confer to find out specific information pertaining to the model. The Registrar will make a decision, reassigning the model's entry in another class that is appropriate for it (if appropriate class has not yet been judged).
  - e. The Head Steward will then instruct the Ring Steward to convey the answer to the judge and the horse's tag will then be flipped by the Ring Steward. The Head Steward will also inform the owner which alternate class it should be placed in if it has been reassigned. At this point, since the model in question will not be judged in this class, the owner has the option of removing the horse from the table freeing it up to be placed in the newly reassigned class, or leaving it on the table while the rest of the class is being judged. If there are no further questions, the Ring Steward may then release the class for judging.

This procedure:

- a. Verifies entry is where entrant and show staff feel is appropriate.
- b. Prevents necessity of judges conferring at ring during judging process.
- c. Prevents necessity of judges and entrant conferring.



### G. NAN Head Steward

Requirements of Position (*Approved 4/12, 11-1, #40860*):

1. Work as Head Steward at NAN **all day all three days**.
2. Knowledge of model horse show processes.
3. Familiarity with NAN procedures and flow - must have prior experience as NAN Chair, Registrar, Steward, or Judge.
4. May not show either personally or by proxy any of the three days of NAN.

Duties:

1. Arrive early (before doors open to the showers) each day, gather stewards, and conduct steward meeting.
2. Assign stewards to rings as appropriate. Explain flow of classes, calls to rings, location of class/judges sheets, verifying correct entries, judge assignment, and result sheets collected and taken to Registrar. Walk stewards through all steps.
3. Monitor rings to confirm stewards are present and have no issues.
4. Answer basic questions from stewards, judges, and entrants as appropriate.
5. Refer any additional questions/issues to NAN Chair(s) as needed.
6. Transfer models remaining in rings to pony pound after announcements concerning end of prior class.
7. Enforce “no pictures” during actual judging of classes.
8. Remind judges (frequently) of no talking policy while they have clipboards.
9. Assist stewards in maintaining separation between judges and entrants/spectators while classes are being judged.
10. Supervise ribbon/awards tables as needed.

Payment: (*Approved 4/12, 11-1, #40866*)

5. \$300 total + \$10 for lunch (each day, for all three days). \*\*\* \$10 lunch allowance may be waived if lunch is provided by NAMHSA (*Approved 9-0, 12/19/19*)

### H. NAN Divisions

1. CG Breed Halter Division: CG division approved for addition to NAN 2004. (*8-0, 11/03, #4046*)
2. Workmanship Divisions: Workmanship for CM, AR/OS, and CG were added for NAN 2005.  
Additionally, the Board shall decide on the criteria that will be used to judge these classes at the NAN. (*Approved both parts 9-0, 1/05, #9193*)

NOTE: A workmanship division at NAN for CM and AR models was approved by the membership 66-15 for NAN 2003 (*Approved in 11/02*), but NAN 2003 was canceled.

## I. NAN Classlist

1. By convention, the NAN classlist is built by the NAN Registrar based on entries, after the entry period has closed.
2. Minimum Guaranteed Classlist: The use of a Minimum Guaranteed Classlist (MGC) was approved for use with NAN 2008 (11-0, 4/08). A modified MGC was used for NAN 2009. The MGC is published before the NAN entry period opens. Classes in the MGC may be split, or be combined, or eliminated without approval from all individuals entered in the classes in question.

## J. NAN Awards, Top Ten Policy

1. Top Ten titles will be awarded to the top 10 point earning horses in the class. If the class has fewer than 19 entries, Top Ten titles will be awarded to half of the entries, rounded up. For example, a class with 11 entries will award 6 Top Ten titles. (*Approved 10-2, 2/08, #23439*)
2. Even in cases in which fewer than 10 Top Tens are awarded, the terminology and wording will remain "Top Ten". (*Approved 10-2, 2/08, #23439*)
3. The National Champion in a NAN class will be the horse with the greatest point total that has also placed first on at least one judge's card. (unsure when this policy was approved – not the original plan)
4. The point schedule for placings at NAN will be: 1st = 100; 2nd = 90; 3rd = 80; 4th = 70; 5th = 60; 6th = 50; 7th = 40; 8th = 30; 9th = 20; 10th = 10. (*unsure when this policy was Approved – it was not the original schedule*)
5. Rosette colors: dark purple/lilac/black/silver/gold may be used. (*chosen 6-3, 10/06, #17661; Approved for use 9-1, 10/06, #17680*)
6. Rosette length: 15", rather than formerly used 18", streamers for top ten rosettes. (*Approved 8-1, 2/07, #19170*)

## K. NAN Trophy

1. Each NAN trophy is used for two consecutive years. It is awarded to all National Champions and Reserve National Champions at NAN.
2. The NAN trophy design is owned by NAMHSA. Trophies left over after the second of the two NANs may be used for Merit Award trophies or sold for fundraising.
3. The NAN trophy contest is held every other year, with entries due roughly one year before the winning design will be used.
4. By tradition, this contest is judged by the previous winner. Typically, a helper receives and unpacks the contest submissions to reduce any bias that may occur if the judge knew who submitted which entry.
5. A winner, second and third choice are chosen, in case the first choice is deemed impractical by the casting/reproduction company.
6. The winner gets \$500 and two copies of the resin cast trophy. Second and third place gets \$250 and 2 cast trophies. (*Approved 11-0, 10/19*)

### L. NAN Bid Process

1. Bids have been solicited for odd-year NAN's, starting with NAN 2005. (*Approval to accept bids for NAN 2009; 9-0 with 1 abstain, 8/07.*)
2. The initial solicitation is put out about 18 months prior to that NAN, for example, the solicitation for bids for NAN 2009 was put out in fall, 2007. If bids are to be taken for NAN 2011, that process would start in fall 2009.
3. Bids are due in the spring of the year prior to the relevant NAN. For example, bids for NAN 2009 were due in spring 2008. The Board should decide upon the dates and location of the odd-year NAN at least 11 months prior to that NAN.
4. Release of the bids is a Board decision.

### M. Reciprocity

In order to help grow the hobby on an international scale, and to foster greater participation in North American Nationals and the National Shows in other countries, NAMHSA would like to offer reciprocity to interested organizations. (*Approved 12-0, 3/13*)

Requirements for reciprocity:

1. A card system like the one NAMHSA employs. Cards must be given to the 1st and 2nd place horses in each qualifying class.  
NAMHSA's card color scheme is:  
Green - Breed Halter  
Yellow - Collectibility/Workmanship/Non-Breed Halter  
Pink - Performance  
*Matching colors are not required, but cards from each division should be clearly marked.*
2. Results should be accessible for reference by the NAN registrar. These should be presented in a searchable format such as a PDF file or Word document. Results must come from the organization.
3. Cards from other countries are ONLY valid for NAN entry, not the Merit Award Program. Cards from other countries are only valid for NAN entry for the dates printed on them.
4. Qualifying shows for the national show for an organization seeking reciprocity must go through an approval process similar to NAMHSA's, where the show is submitted to and approved by an individual or group of individuals and cards issued by the governing body.
5. Organizations seeking reciprocity must allow for a level playing field. To that end, customizers should not be permitted to judge their own work and showholders should not be permitted to judge their own models or models they have owned within the last 6 months.
6. Reciprocity will be considered on a case by case basis by the Board and may be reviewed and revoked at any time if the Board deems necessary.

### V. NAMHSA Membership

#### A. Creation and Voting Rights

1. A single class of NAMHSA membership was Approved by vote of the show and individual membership (*Approved 158-19; 6/15*). Individual and show memberships in NAMSHA were discontinued as of July 1, 2015 and replaced with the NAMHSA membership. Individual and show memberships current as of July 1, 2015 were converted to NAMSHA membership.
2. NAMSHA membership supersedes show memberships and individual memberships.
3. NAMHSA membership carries full voting rights. No individual may hold more than one NAMHSA membership at a given time.
4. Note: Full voting rights for Individual Members were approved by membership vote (*Approved 7-1; 5/06, #14637*).

#### B. Membership Fees

1. A two year NAMHSA membership is available for \$30. The individual holding the NAMHSA membership may apply the \$30 membership fee toward the fees for one NAN qualifying show held during the membership period.
2. Note: This supersedes individual membership for \$30.

#### C. Membership Year

1. The membership period follows a calendar year of January 1-December 31. The NAMHSA membership term will be up to two years. Irrespective of the join date, the NAMHSA membership will expire on December 31 of the following year. (For example, if a person joins on July 1, 2015, the membership will expire on December 31, 2016.)
2. Note: This supersedes the membership period of May 1 to April 30.

### VI. NAN Qualifying Show Rules

#### A. Fees

1. Current show fee schedule (see #13285) effective 3/01/06 (*Approved 9-0, 2/06, #13357*).
2. Late changes fee - Show holders increasing the number of NAN qualifying classes within 60 days of the show will be assessed a \$10 late changes fee. Changes which reduce or do not affect the number of NAN qualifying classes are not assessed this fee.
3. The \$30 NAMHSA membership fee may be applied to the show fees for one NAN qualifying show held by the NAMSHA member during the membership term. This provision applies only to members paying the membership fee on or after July 1, 2015.

### B. Judging and Showing

Rule disallowing a person from showing and judging within the same division - approved, sent to the membership for vote (*Approved 11-1, 11/06, #18085*).

### C. Definition of Showholder

The term “showholder” was formally defined in an amendment to Article III, Section 2, requirement f of the NAMHSA Bylaws. Approved to be sent to the membership for a vote (*12-0, 3/09, #27594*), approved by membership (*246-36 4/09*).

### D. Core Classlist

The core classlist requirement was eliminated starting with the 2008-9 show year. (This was done via full membership vote; it is in the bylaws.) The core classlist and sample classlists for collectability and workmanship will be made available on the NAMHSA website.

### E. Submission of Results

Show holders are required to submit results to the Show Member Secretary within 30 days from the date of the show. Only first and second places for each qualifying class are required to be reported (full results are also acceptable). The results must be submitted in a searchable format such as a Word document, an Excel spreadsheet, or a searchable PDF (*Approved 12/2012, membership vote*). If the entrants' names are not used in the show results, a key must be provided so that entrant names can be matched to the initials or numbers used in the results. If results are not submitted per policy, the showholder runs the risk of the NAN cards for their show being invalidated and future shows being not approved.

## VII. Merit Award Program

### A. Merit Award Coordinator (MAC)

*See Section I, part H, NAMHSA Board - Other Positions*

### B. Award Levels

- **Register of Merit (ROM)** - requires 6 NAN qualification cards in the same class. As of August 1, 2007, NAN qualifications earned in breed halter (green cards) may not be combined with NAN qualifications earned in non-breed halter (yellow cards). This award level is eligible for a certificate. (*Title name correction initiated 3/21/20 via 11-0 vote 11/20/19.*)
- **Legion of Merit (LOM)** - requires 8 NAN qualification cards, at least three of which must be from halter and three from performance. Both breed halter and non-breed halter qualifications may be used toward the halter requirement. This award level is eligible for a certificate.
- **Superior Division Horse (SDH)** - requires 16 qualification cards in ONE performance subdivision (Western, English, or Other), with at least 4 cards each from three different classes within the subdivision. Western classes include western pleasure, western trail, western games, western

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riding, stock work, cutting, roping, reining, and other western. English classes include huntseat pleasure, English trail, English games, hunter over fences, jumper, cross country, dressage, and other English. Other performance classes include harness, costume (any type), parade, scene, showmanship, saddleseat, and other performance. This award level is eligible for a certificate and trophy. *(Award initiated 8/1/07 via 10-0 vote 5/19/07 #20803)* This change (eligibility for awarding of trophy) is retroactive to 8/1/07, allowing all previous winners of the SDH to apply for a trophy if desired. *(Change initiated 3/21/20 via 11-0 vote 11/20/19.)*

- **Superior Halter Horse (SHH)** - requires 16 NAN qualification cards, with at least four cards earned in breed halter and four earned in non-breed halter. This award level is eligible for a certificate and trophy. *(Award initiated 2/1/2009 via 10-0 vote 11/08)*
- **Superior Event Horse (SEH)** - requires 12 NAN qualification cards in the same class. As of August 1, 2007, NAN qualifications earned in breed halter (green cards) may not be combined with NAN qualifications earned in non-breed halter (yellow cards). This award level is eligible for a certificate and trophy.
- **Performance Versatility (PV)** - requires 18 performance NAN qualification cards with at least 4 cards in Western events, at least 4 in English events, and at least 4 in Other performance events. This award level is eligible for a certificate and trophy. *(Award initiated 8/1/07 via 10-0 vote 5/19/07 #20803)*
- **Versatility Award (VA)** - requires 16 NAN qualifications, with a minimum of 6 from halter and 6 from performance. Both breed halter and non-breed halter qualifications may be used toward the halter requirement. This award level is eligible for a certificate and trophy.
- **Halter Specialist Award (HSA)** - requires 25 NAN qualification cards in the same halter class (either breed or non-breed). As of August 1, 2007, NAN qualifications earned in breed halter (green cards) may not be combined with NAN qualifications earned in non-breed halter (yellow cards). Previous halter awards earned in breed or workmanship/collectability may count toward this award requirement. This award level is eligible for a certificate and trophy. *(Award initiated 3/21/20 via 11-0 vote 11/20/19)*
- **Performance Specialist Award (PSA)** - requires 25 NAN qualification cards in the same Performance class. Previous Performance awards earned may count toward this award requirement. This award level is eligible for a certificate and trophy. *(Award initiated 3/21/20 via 11-0 vote 11/20/19)*
- **Halter Legacy Award (HLA)** - requires 35 qualification cards in a combination of at least 15 breed halter (green card) and at least 10 workmanship/collectability halter (yellow card) with the remaining 10 in either or a combination of both. Previous halter awards earned in breed or workmanship/collectability may count toward this award requirement. This award level is eligible for a certificate and trophy plaque. *(Approved 10/5/13, 11-0 vote)*
- **Performance Legacy Award (PLA)** - requires 35 NAN cards in one or any combination of performance divisions/classes. Any performance awards previously earned may count toward this award requirement. This award level is eligible for a certificate and trophy plaque. *(Approved 10/5/13, 11-0 vote)*

- **Halter Hall of Champions Award (HHCA)** - requires 50 NAN cards in a combination of at least 20 breed halter (green card) and at least 15 workmanship/collectability halter (yellow card) with the remaining 15 in either, or a combination of both. Previous halter awards earned in breed or workmanship/collectability may count toward this award requirement. This award level is eligible for a certificate and trophy plaque. *(Approved 10/5/13, 11-0 vote)*
- **Performance Hall of Champions Award (PHCA)** - requires 50 NAN cards in one or any combination of performance divisions/classes. Previous awards earned in performance may count toward this award requirement. This award level is eligible for a certificate and trophy plaque. *(Approved 10/5/13, 11-0 vote)*
- **Superior Halter Specialist Award (SHSA)** - requires 50 NAN qualification cards in the same halter class (either breed or non-breed). As of August 1, 2007, NAN qualifications earned in breed halter (green cards) may not be combined with NAN qualifications earned in non-breed halter (yellow cards). Previous halter awards earned in breed or workmanship/collectability may count toward this award requirement. This award level is eligible for a certificate and trophy. *(Award initiated 3/21/20 via 11-0 vote 11/20/19.)*
- **Superior Performance Specialist Award (SPSA)** - requires 50 NAN qualification cards in the same performance class. Previous performance awards earned may count toward this award requirement. This award level is eligible for a certificate and trophy. *(Award initiated 3/21/20 via 11-0 vote 11/20/19.)*
- **Versatility Hall of Champions Award (VHCA)** - requires 50 NAN cards in a combination of halter and performance classes with at least 20 in the halter and at least 20 in performance with the remaining 10 in any combination of halter and/or performance. Breed, workmanship/collectability halter cards may all count toward the halter card requirement, as well as cards from any one or more performance divisions/classes. Previous awards earned with either or both halter or performance cards may count toward this award requirement. This award level is eligible for a certificate and trophy plaque. *(Approved 10/5/13, 11-0 vote)*
- **Division Horse Hall of Champions Award (DHHCA)** - requires 50 NAN cards in any **one** performance subdivision (Western, English, or Other Performance) with at least 15 cards each from 3 different classes within a single performance subdivision, and the remaining 5 from any other class(es) within that same subdivision. For example, 15 cards in "Huntseat Pleasure", 15 cards in "Hunter Over Fences", 15 cards in "English Trail", with the remaining 5 cards from a combination of any English class(es). Previous awards earned from this same single division may count toward this award requirement. This award level is eligible for a certificate and trophy plaque. NOTE: Western classes include Western Pleasure, Western Trail, Western Games, Stock Work, Cutting, Roping, Western Riding, Reining, and Other Western. English classes include Huntseat/English Pleasure, English Trail, English Games, Hunter over Fences, Jumper, Cross Country, Dressage, and Other English. Other Performance classes include Harness, Costume, Parade, Scene, Showmanship, Saddleseat, and Other Performance. The Merit Award Coordinator has final discretion over whether a particular card applies to English, Western, or Other Performance. *(Approved 10/5/13, 11-0 vote)*

- **Supreme Halter Hall of Fame Award (SHHFA)** - requires 75 NAN cards in a combination of at least 40 breed (green card) and at least 20 workmanship/collectability (yellow card) with the remaining 15 in any combination of breed or workmanship/collectability halter. Previous halter awards earned may count toward this award requirement. This award level is eligible for a certificate and trophy plaque. *(Approved 10/5/13, 11-0 vote)*
- **Supreme Performance Hall of Fame Award (SPHFA)** - requires 75 NAN cards from one or any combination of any performance division(s) (English, Western or Other Performance). Previous performance awards earned may count toward this award requirement. This award level is eligible for a certificate and trophy plaque. *(Approved 10/5/13, 11-0 vote)*
- **Supreme Versatility Award (SVA)** - requires 75 NAN cards in a combination of halter and performance classes with at least 30 NAN cards from the halter division, and at least 30 NAN cards from the performance division, with the remaining 15 from any combination of halter and/or performance. Breed, workmanship/collectability halter cards may all count toward the halter card requirement, as well as cards from any one or more performance divisions/classes. Previous awards earned with either or both halter and performance cards may count toward this award requirement. This award is eligible for a certificate and trophy plaque. *(Approved 10/5/13, 11-0 vote)*
- **Supreme Performance Versatility Award (SPVA)** - requires 75 NAN cards in a combination of **all** performance subdivisions (Western, English, and Other Performance) with at least 20 NAN cards from each subdivision, with the remaining 15 cards from one or any combination of any performance subdivision(s) (Western, English, or Other Performance). Previous performance awards earned may count toward this award requirement. This award is eligible for a certificate and trophy plaque. *(Approved 10/5/13, 11-0 vote)*
- **Ultimate Performance Hall of Fame Award (UPHFA)** - Requires 125 NAN cards from one or any combination of any Performance division(s) (English, Western or Other Performance). Previous Performance awards earned may count toward this award requirement. This award level is eligible for a certificate and trophy plaque. *(Award initiated 3/21/20 via 11-0 vote 11/20/19.)*
- **Ultimate Performance Versatility Award (UPVA)** - requires 125 NAN cards in a combination of **all** performance subdivisions (Western, English, and Other Performance) with at least 35 NAN cards from each subdivision, with the remaining 20 cards from one or any combination of any performance subdivision(s) (Western, English, or Other Performance). Previous performance awards earned may count toward this award requirement. This award is eligible for a certificate and trophy plaque. *(Award initiated 3/21/20 via 11-0 vote 11/20/19.)*

## VIII. Member Show of the Year (MSOTY) Program

### A. Chair

1. The MSOTY Chair is nominated each year by the President and Approved by majority vote of the Board.
2. The MSOTY Chair organizes the MSOTY committee and presides over deliberations.



3. The MSOTY Chair orders MSOTY awards and presents them at the annual meeting (or assigns a designee to do these tasks).

### **B. Procedure**

1. The MSOTY Chair will call for nominations in the spring (March/April).
2. Typically the MSOTY committee includes a member from each of the 11 NAMHSA regions.
3. The committee will select a winner and one or two runners up.

### **C. Eligibility and Nominations**

1. Any NAMHSA member show held in the past show year (May 1-April 30) is eligible.
2. Any member show entrant may nominate a show that he or she attended as an entrant or judge.
3. A showholder may not nominate his/her own show.

### **D. Awards**

1. The MSOTY winner is awarded a plaque, the runners up are awarded certificates.
2. Awards are first announced and presented at the annual NAMHSA meeting.

## **IX. NAMHSA Logo Policy**

*Approved 9/4/07 by 9-0 vote of the Board.*

The NAMHSA logo is the exclusive property of NAMHSA. It may not be used in whole or part by any other party, private or corporate, without the express written permission of the NAMHSA Board of Directors. The following two exceptions apply:

1. Showholders, upon show approval by the Show Membership Secretary, may use the original, unaltered NAMHSA logo ONLY on websites and paper publications to identify their show as a member show. The logo MAY NOT be used on any form of merchandise, awards, or banners.

Regarding use of NAN rosettes in ribbon recycling programs outside of NAN:

The Board has discussed the question regarding the use of NAN top ten rosettes as awards for NAMHSA member shows. It is the consensus of the Board that NAMHSA's logo policy prohibits the reuse of these rosettes unless the logo is removed (i.e., the center button is replaced). The Board is not against the recycling of ribbons, but the policy on the use of the logo is clear - the NAMHSA logo cannot be used on awards except by NAMHSA itself.

2. Donors to the NAN Auction, NAN Raffle, or NAN Sponsorship program may use the original, unaltered NAMHSA logo on websites or on paper publications/flyers specifically describing or advertising their donation to NAN. The logo must not be used until the donation is accepted by the Auction Chair, Raffle Chair, or Sponsorship Chair.

The NAMHSA Board reserves the right to permit use of the original, unaltered NAMHSA logo by individuals or corporations if the Board deems said use will promote NAMHSA as an entity.

The NAMHSA Board reserves the right to sell merchandise (t-shirts, hats, giftware) with the original,

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unaltered NAMHSA logo on it. All proceeds from the sale of such merchandise will be used only to support NAMHSA or NAMHSA projects as determined by the Board.

The NAMHSA Regions are encouraged to develop their own, original logos.

The Regional logos may not include the NAMHSA logo or modified forms of the NAMHSA logo.

## **X. Other**

### **A. NAMHSA Discussion Lists**

1. The Vice President is the list-owner for the NAMHSA-Discussion list.
2. The Public Relations volunteer is a moderator for the NAMHSA-Discussion list.
3. The Vice President is list-owner and/or moderator of all Regional NAMHSA lists and Regional Representatives are list-owners and/or moderators for their respective Regional NAMHSA lists.

### **B. Committees**

1. Fundraising Committee: *Approved 5-0, 10/01*
2. NAN Judges' Handbook Committee (re-create the NAN Judges' Handbook): *Approved 9-0, 3/09, #27611*
3. NAN Steering Committee (NAN budget, planning): *Approved 7-0, 9/09*

### **C. Software:**

4. Adobe Acrobat 8.0: Purchase (\$155) Approved for use with the NAMHSA website. (*Approved 9-0, 2/07, #19423*)
5. Microsoft Access: Purchase of MS Access for the SMS to use for the length of his/her term. (*Approved 8-0, 8/05, #11672*)