

PA 4-H Horse Program Development Committee
January 23, 2008
Minutes

(Subject to approval at next meeting)

Meeting conducted via conference call. Members Present – Pat Comerford, Patty Kelly, Duane Duncan, Betsy Ullrich, Dave Gallaher, Lori Little, Bryan Dickinson, Jim Sharp, Tammy Eichstadt, Andrea Graeff, and Donna Zang.

The meeting was called to order by Patty Kelly.

Pat asked for corrections to the committee membership list.

It was moved, seconded, and passed to accept the November 19, 2007 minutes as corrected.

There was a brief discussion on plans for the Horse Show Judges and Show Management School coming up February 15-17, 2008. It is anticipated that there will be good participation. The program is coming together and we should have a good program for participants. Pat, Donna, Andrea, Patty and Dave indicated that they are planning to attend Friday evening and will be available to participate in the rule book session. Betsy may also attend Friday evening. Pat asked anyone that may be arriving early on Friday to let her know since help may be needed to stuff packets, set up registration, etc.

Pat Comerford is the only committee member planning to attend the AYHC Symposium to be held in North Carolina February 29-March 2, 2008. It was moved, seconded, and passed to provide \$300.00 in support of Pat's travel expenses.

The committee reviewed draft documents for the endowment program. Approximately \$3,500.00 from donations received at the time of Jim Gallagher's passing is available for the endowment. The Development Committee previously approved a match of \$3,500.00 to help establish the endowment. It was the consensus of the committee that the endowment be named the Pennsylvania 4-H Horse Program Endowment Fund and will include a scholarship fund named the Jim Gallagher Memorial Scholarship Fund in honor of Jim's memory. Pat will explore the possibility of establishing a scholarship fund within the endowment fund when she meets with Terry Etherton and Mark Sharer, representative of the college's development office.

The draft guidelines for the endowment were reviewed. It was moved, seconded, and passed to authorize Pat to make changes as discussed. The wording in the draft guidelines is intended to allow the Development Committee to have flexibility in how funds are spent within acceptable university guidelines for endowments. Pat will also check to see if it is possible to identify two funding lines – one for 4-H member contributions from the program fee and one for outside contributions

The goal of the Development Committee is to have the endowment fully funded (\$25,000 minimum initial amount) by the end of the year. It was moved, seconded, and passed that the Development Committee will ensure that the Pennsylvania 4-H Horse Program endowment is funded to the \$25,000 level by December 1, 2008, contributing funds as needed to make up the difference between funds raised and the \$25,000 goal. Pat will make corrections to the endowment guidelines and forward to the committee for review.

The endowment committee will also begin to explore other long term financial goals and pursue external sources of funding to further grow the endowment fund. With the endowment in mind, members of the Development Committee should review the strategic plan for revisions and additions, as appropriate, for further discussion at the March meeting.

It was reported that there were no internal applicants for the 4H horse extension associate positions. External advertising may begin as soon as Friday. Suggested closing date for applications is March 10 or until an acceptable candidate is found. Because equine publications may have deadlines that will delay advertising by a month or two, it was suggested that it may be more appropriate to advertise primarily through electronic listservs, university department heads, websites, and newsletters. Pat will also look into some area publications to see if publication deadlines will make it feasible to advertise. Pat will forward information to the committee with the website link for the positions announcement and application procedure.

There have been two committees appointed for the selection process. A larger screening committee will review the applications and make recommendations to Dr. Terry Etherton and a smaller selection committee for candidate interviews. The screening committee is made up of: Donna Foulk, Northampton County educator; Shannon Davis, York County educator; Jennifer Grooms, Warren County educator; Joanne Stoltzfus, Somerset County educator; Sue Shuman, Columbia County volunteer; Nancy Hottle, Bucks County volunteer; Brenda Campbell, Mercer County volunteer; Debbie Keppler, Huntingdon County volunteer; Tom Murphy, Lycoming County Educator; Donna Zang, Butler County educator; Patty Kelly, Westmoreland County volunteer; and Pat Comerford, Penn State Extension Horse Specialist. The selection committee will be made up of: Pat Comerford, Tom Murphy, Donna Zang, Patty Kelly, Sue Shuman, and Nancy Hottle. Dave Gallaher, Clearfield County volunteer and Tammy Eichstadt, Mercer County volunteer will serve as volunteer alternates to the committees as needed. The selection committee will make final recommendations to Dr. Etherton after interviews have been conducted.

It was reported that the new rule books have gone to the printer and will be available for distribution in mid-February. The estimated cost for 9,000 rule books is \$12,000. Cost per book is approximately \$1.34. The number being printed is 1,000 less than in 2006 and is based on anticipated enrollment and the number of leftover 2006 rule books. To date, statewide 4-H horse enrollment data from 2006 is not available.

Transportation reimbursement to 2007 State Horse Show exhibitors is estimated at \$18,000.00. The Farm Show bill for the state was recently received, but Jim Sharp noted there may be some additional expenses and corrections.

The new safety book from Ohio State University is being printed and should be available by March. Edits were made by the committee to the publication with the approval of the author, Dr. Bob Kline. The project enrollment form has been updated and should be distributed soon. The Pennsylvania Department of Agriculture is considering changes to the health regulations for horses. Health requirements for 4-H shows should be consistent with PDA regulations. Show and entry requirements for 4-H shows will be distributed as soon as the PDA health regulations become available.

Connie Garman is no longer able to continue as a horse show secretary and she has been training a possible successor in recent years. Pat and Patty will be working with Connie to fill the position. We

may need to find additional individuals willing to work with the Model Horse Show and the Skillathon at Ag Progress Days.

The nominating committee is composed of Lori Little (chair) and Sharon Jodon. They have a list of names for consideration and will have a report at the March 28th meeting. There will be a Level 3-4 Horsemanship Skills Examiner Training on Saturday, March 29th at the state Farm Show Complex. Details will be made available as soon as possible.

Meeting adjourned.

Respectfully submitted,
Donna S. Zang, Secretary