

**UNITED STATES PONY CLUBS, INC.**

**Resolution # 10**

**Effective Date: 10/23/2021**

**Revised Date: 01/26/2024**

**SUBJECT: ACTIVITIES COUNCIL AND COMMITTEES**

**I. ACTIVITIES COUNCIL**

**A. MEMBERSHIP**

1. Under the direction of the Vice President of Activities (VPA), the Activities Council shall consist of the Chairpersons of all the Activities Committees, and a representative from the Instruction Council, and no more than three (3) At Large members.
2. The Instruction Council representative shall be nominated by the Vice President of Instruction and the At Large members by the VPA. These nominees shall be ratified by the Board of Governors. At Large members shall be selected for their broad-based knowledge of USPC and for their expertise in one or more disciplines. At Large members and Instruction Council members shall be appointed annually and shall not serve more than three consecutive years except in unusual circumstances.
3. The President of USPC, Executive Director and the VPA shall be ex-officio members of the Activities Council and its Committees.

**B. MEMBERSHIP REQUIREMENTS**

1. Activities Council Members must be in compliance with Policy 0900, **Member and Volunteer Safety and Protection**, including the satisfactory completion of a USPC background check and required training, and Policy 0710, **Conflict of Interest and Code of Ethics**.
2. Activities Council Members must be Corporate or Life Members of USPC, Inc.

**C. DUTIES AND RESPONSIBILITIES**

1. The Activities Council supports and coordinates the actions of the Activities Committees.
2. Activities Council Members act as advisors to the Activities Director and VPA in the implementation of Pony Club discipline programming.
3. The Activities council assists the Marketing Department in the promotion and marketing of all disciplines within Pony Club.
4. The Activities Council provides guidance and education to leaders and members regarding all Pony Club disciplines.
5. The Activities Council supports leaders in the process of organizing rallies.

## II. ACTIVITIES COUNCIL COMMITTEES

**A. MEMBERSHIP:** Each Committee Member is to be committed to the improvement of USPC in an expert or contributory way.

- 1. Appointments:** Committee Chairs and Members are nominated by the VPA. Chairs are confirmed by the Board of Governors no later than the first meeting of the Board of Governors following the Meeting of the Corporation at the Annual Convention. Committee Members are approved by the VPA.
- 2. Terms:** Committee membership is a one-year term that can be renewed annually for a maximum of five (5) consecutive years. Committee Chairs may serve for a maximum of three (3) consecutive years as chairperson.
- 3. Committee Number:** the number of members should typically be between 10-20.
- 4. Requirements:** Each Committee Member must be a Corporate or Life Member of USPC, Inc. and comply with Policy 0710, **Conflict of Interest and Code of Ethics**, and sign the Committee Member Agreement. Committee Chairs must also comply with Policy 0900, **Member and Volunteer Safety and Protection**, including satisfactory completion of a USPC Background Check and required training.
- 5. Specific membership of each Committee:**

	COMMITTEE	MEMBERSHIP
1	<b>Competitions (Regional Rally Support and Rally Scoring)</b>	Discipline representatives from each of the Pony Club competitive disciplines ( <i>Dressage, Eventing, Games, Gymkhana, Horse Management, Polocrosse, Quiz, Show Jumping, Tetrathlon, Western Dressage, Western Trail</i> ), a representative from the Safety Committee and other representatives as assigned by the VPA.
2	<b>Discipline Education</b>	Discipline representatives from each of the Pony Club disciplines ( <i>Distance Riding, Dressage, Driving, Eventing, Foxhunting, Games, Gymkhana, Horse Management, Polo, Polocrosse, Quiz, Show Jumping, Tetrathlon, Vaulting, Western Dressage, Western Trail</i> ), and other representatives as assigned by the VPA.
3	<b>Special Opportunities</b>	Discipline representation from each Pony Club discipline with an exchange or special opportunity ( <i>Eventing, Foxhunting, Games, Quiz, Show Jumping, Tetrathlon</i> ), and other representatives as assigned by the VPA.

**B. REPORTING:** The Chair of each Activities Committee will provide a written report to the VPA at least three (3) times per year. The VPA may also require additional reports, written or oral.

**C. DUTIES AND RESPONSIBILITIES:** All Committees work in collaboration with and act on matters at the request of the VPA and collaborate with other committees as directed or warranted.

**1. Competitions:**

- Provides support to organizing groups in conducting local and regional rallies.
- Tracks rally participation and encourages hosting of rallies.
- Monitors and develops rally organizing materials and supporting documentation.
- Submits suggested rule changes to the VPA and Activities Director for review.
- Advises on Championships eligibility, exception, and substitution parameters.
- Reviews the Rally Organizer's Guide and makes recommendations for revisions tri-annually.

**2. Discipline Education:**

- Develops and reviews educational materials related to competitive disciplines and resource activities making recommendations for revisions tri-annually.
- Monitors and provides educational materials for the USPC website.
- Submits workshop abstracts for the Equine Symposium & Convention by the deadline each year.
- Works with the Instruction Festival Planning Committee to support discipline clinics and workshops at Festival.

**3. Special Opportunities**

- The committee, through the Activities Department, presents proposals to the Board of Governors for hosting and participating in International Exchanges and Special Opportunities.
- Works with the Activities Marketing and Promotions Committee to encourage interest and participation in International Exchanges and Special Opportunities.
- Works with the Development Department by fundraising annually to support the programs.
- Through the Pony Club International Alliance (PCIA) representative, communicates with other countries to identify upcoming International Exchanges.
- Assists International Exchange selection panels as necessary for team selection.
- Identifies and supports organizing committees for hosted exchanges. Through the VPA and the Activities Director, the committee presents budgets to the USPC Finance Committee for approval.