

Policy, Registry, and SOPs for NDBH, updated 5-2020

- POLICY

1. It shall be the policy of this corporation to engage in activities aimed at educating the public about NDBH and about the TRNP horses and their needs.
2. It shall be the policy of this corporation to be of service to TRNP concerning the wild horses.
3. It shall be the policy of this corporation to promote and preserve the TRNP horses, assisting in finding good homes for horses when sold.
4. It shall be the policy of this corporation to provide registration to all wild horses having been conceived in TRNP.
5. It shall be the policy of the corporation to cooperate with other wild horse advocacy associations, groups, and responsible persons for the general wellbeing of all wild horses as deemed appropriate by the Board, **However, emphasis shall be on the wild horses of TRNP.**

- REGISTRY OF HORSES

1. This corporation shall make North Dakota Badlands Horse registration available to all horses having been conceived in Theodore Roosevelt National Park.
2. If a horse was not born in TRNP, in order to be registered, proof must be shown that it was born of a mare that was in foal when removed from the park. Proof is the responsibility of the owner and must meet approval of the Board.
3. Upon receipt of proper photos, information, and registration fees, the corporation shall provide owners of park conceived horses with a Certificate of Registration including three photos provided by the owner, ~~and~~ the description of the horse, the registered name of the horse, the name and address of the owner, and a five-generation pedigree, Registration is \$60 per horse which includes the ancestral DNA report when available. Horses born in TRNP shall have their certificates marked as such.
4. The corporation shall maintain records of registered horses and their owners and shall provide transfers to new owners for \$20 upon receipt of all information and fees.
5. NDBH provides the "arrowhead TR" official branding iron and all required paperwork to NDBH owners wishing to brand their horses, but the owner must check with the branding laws in their state for legality before any branding may be scheduled.

- SOPs

1. NDBH operates under our NDBH Bylaws. NDBH does not have members; all business is conducted by the Board of Directors, The Bylaws allow one general meeting per year which anyone may attend. This meeting takes place at the Reunion Ride. Any topics from that body will be discussed and decided upon by the BOD.
2. NDBH has regularly scheduled meetings every second Monday of the month, starting at 7:30 Central. Meetings are conducted on JoinMe, a phone conferencing and screen sharing system. (BOD members may have personal use of this system twice per month if the time does not interfere with NDBH business.) Committees and teams are encouraged to use this system for conducting business. All times of special meetings or use of JoinMe outside of the regularly scheduled meetings should be posted on the NDBH BOD page.
3. There are at least 2 NDBH/TRNP liaisons that are elected by the BOD and have no terms or term limits but may be removed from service by the BOD. At least one liaison must be a board member.
4. NDBH operates with teams (board members only) and committees (may have volunteers) under the BOD. Committees and teams are given authority to do routine business without BOD approval but anything NEW, concerning NDBH POLICY, reflecting TRNP POLICY, or concerning expenditures of over \$25 must be approved by the BOD. The team designated by the BOD Task Tables handles the details and discussion on a subject bringing any recommendations to the BOD for approval at the next meeting. We use Google Drive for all reports and NDBH documents.
5. NDBH records an Annual Report to the state of ND each year as required by law. Also, an Annual Report of NDBH Activities is created and filed internally each year.
6. NDBH maintains a Platinum rating with GuideStar which we update as needed.
7. NDBH usually attends the following events, though others can be added: MN Horse Expo. end of April in Min/St Paul, ND Horse Expo. Minot, first weekend in June, Flag Day Parade in Medora June 14, NDBH Reunion Ride the weekend after Labor Day, NDBH merchandise is often sold at these events as a fundraiser.
8. NDBH produces the yearly Field Guide to the Wild Horses of TRNP which has been our main source of income to the general fund. Any new fundraisers must be approved by the board. Volunteer hour logs for these events or tasks are turned in monthly. Board members may buy merchandise at a reduced rate: T-shirts- \$15, Guides-\$10, large patches and large decals- \$15, small patches and window clings-\$2.50.
9. NDBH and TRNP have an informal partnership which allows NDBH volunteers to help TRNP staff with the captures, working through the system as Vet preparation, helping with the Vet., helping the Brand Inspector and paying for brand inspection, and loading out horses. NDBH pulls and sends in hair samples for DNA testing. This data is owned jointly by only Texas A&M, TRNP and NDBH. **This information and any pedigree information is considered confidential and may only be shared with approved organizations or individuals on a need to know basis.** NDBH promotes the horses and advertises them when there is a capture and sale of culled TRNP horses. Some information from TRNP is restricted and can only be released to the public when it is provided and released by TRNP staff per the TRNP SOPs. (see SOP Volunteer and Partner Participation in Feral Horse Management Operations_04_2018_signed)
10. NDBH has a reimbursement policy for reimbursement of some travel and housing expenses incurred by board members or volunteers for specific purposes and who meet required volunteer hours.

