



EASTERN MICHIGAN ARABIAN ASSOCIATION

Show Office Updates

April 2017

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2017 Show Dates

May 19-21, 2017
Ingham County
Fairgrounds

June 23-25, 2017
MSU Pavilion

July 14-16, 2017
Shiawassee
Fairgrounds

Sept. 8-10, 2017
Ingham County
Fairgrounds

Hi everyone!

With show season right around the corner, I wanted to let everyone know that the first show has been posted on the GaitKeeper Website (www.gaitkeeper.com) and is now open for entries. Below, please find the instructions on how to use the Gaitkeeper Website:

Submitting Online Entries via GaitKeeper

1. Go to the GaitKeeper Website – www.gaitkeeper.com
2. At the bottom of the main page, you will see a heading titled 'Upcoming GaitKeeper Shows (Enter Online).' Click on the corresponding show that you wish to register for (EMAA).
3. If you have previously used GaitKeeper, you will need to sign in with your email and password. If you are new to GaitKeeper, you will need to create an Account.
4. After you have successfully logged in or created an account, click on the 'Home' tab at the top of the page. This will take you back to the main page – Again, click on the EMAA Show at the bottom of the page that you wish to register for.
5. The next page will give a brief overview of the show (address, secretary, etc.). Click 'Add Entry' at the bottom of the page.
6. The next page will display additional information regarding the show (date, entry deadline, etc.). Click on the 'Enter Owner/Trainer Info' at the bottom of the page.
7. On the 'Entry Form' page, you will need to enter all of the relevant information (please disregard the SSN box). At minimum, I will need the Owner Name and Trainer Name (can be the same as owner). Once the top portion has been completed, click 'Save and Continue.'
8. Next, you will add the Rider information. Under 'Rider,' click 'Add Rider.' Once the information has been added, click 'Add Rider.'
9. Once you have added all of the Riders, click on 'Add Horse' under the 'Horses and Class Entries' heading. Once all of the information has been added, click 'Add Horse.'
10. Once the Riders and Horses have been added, you can then add your classes. Enter the Class # and the number of the Rider (shown in the 'Riders' box). When entering classes, be sure to use the 3-digit code (008 for class 8) given for each class (these can be found on the right side of the page).
11. When you have finished entering Riders, Horses, and Classes, click 'Click here when finished entering classes.'
12. Next, you will be able to add any 'Additional Items and Fees.' These include Office Fees, Stalls, Camping, etc. Once this has been completed, click 'Click here to continue to payment/confirmation screen.'

Show Office (continued)

13. On the next page, you will be able to submit payment. Please **DO NOT** add your Credit Card information – This information does not pull from the website, and we can keep your card on file once you arrive to the show.
14. Before submitting your entry, click the box that reads 'I have reviewed this form, agree to the charges shown on this page, and am ready to submit this entry blank to the show secretary.'
15. Once your entry has been submitted, a new page will open that reads 'Your entry has been submitted to the show secretary. **Please print this page for your records.** If you have any further changes to your entry please contact the show secretary listed below.'

Due to some problems last year with information not pulling from the GaitKeeper Website, please feel free to email/call/text to confirm that I have received your entries. My contact information is below:

Rebecca Dow / 248-310-9615 / officemanager@emaa.org

If you would like to sign up for Versatility, Dressage High Score, or Weekend High Point, those have been added as Class #'s, and they are listed below:

- 800 - Versatility
- 801 - Dressage High Score
- 802 - Open Breed - Dressage High Score
- 803 - Weekend High Point - 13 & Under
- 804 - Weekend High Point - 14-17
- 805 - Weekend High Point - 18-34
- 806 - Weekend High Point - 35 & Over

NEW THIS YEAR - Option Class Rule Change

Just so that everyone is aware, the board has made a few changes as to how Option Classes can be purchased/reserved for each show:

Classes will be reserved on a first come, first serve basis, but will not be able to be purchased until show registration opens (once the show has been posted on GaitKeeper). Additionally, only (1) Option Class can be purchased by each rider, and that rider **MUST** be entered in that class. After the show begins, if any Option Classes remain, anyone is then allowed to purchase.

- *There will be a \$20 reservation (pre-pay only) to select the class to be offered
- *In the event that 4 or more exhibitors enter the class, the reservation fee will be refunded
- *Once a class has been reserved it will not be cancelled
- *There will not be any year-end awards for Option Classes

Back Number Reservations

If you would like to reserve a particular Back # and have not done so already, please call/text/email to reserve your number.

I know this is a TON of information, but please let me know if you have additional questions or concerns!

Thank you!
Rebecca Dow

Dressage Updates

A note from Dressage ...

When signing up for Ride Times, PLEASE be sure to register for classes **FIRST** either on the GaitKeeper Website or by sending in your Entry Form.

For all Open-Breed Riders - Ride-Time registration will open on the Monday prior to the show at 12:01 AM.

Youth Activities for 2017 shows



- ◆ MAY / MASON SHOW - Dog Agility for fun - any age can participate
- ◆ JUNE / MSU SHOW - Kids Liberty judging and Pizza Party
- ◆ JULY / SHIAWASSEE SHOW - Games for kids all ages
- ◆ SEPTEMBER / MASON SHOW - Costume Class - all ages welcome

2017 Show Forms / Documents

The following documents have been uploaded to the [Show Forms](#) page at WWW.EMAA.ORG:

2017 Show Bill

2017 Stall Reservation form

2017 Manual Entry Form

2017 Versatility Entry form

2017 Liberty Entry form

2017 Western Riding pattern

2017 Rules and Regulations

2017 Open Breed Gymkhana entry

Note: 2017 Open Breed Dressage entry is posted on the [Dressage](#) page at WWW.EMAA.ORG

Online entries will be accepted at WWW.GAITKEEPER.COM.

Instructions are posted on the [Show Forms](#) page.

Memberships

Please make sure your membership is in force before the season starts!

We accept memberships online! Go to the Membership page of the website and complete the online form.

Once you click SUBMIT, you will be directed to a page that will allow you to pay for your membership via PayPal. You don't have to have a PayPal account—you can make a payment as a guest. You can pay using a credit or debit card, or you can pay directly from your bank account.

If you prefer to pay by check, there is a downloadable form on the Membership page that can be printed and mailed as usual.

April 2017 BOD Meeting Minutes

EMAA Board Meeting 4/12/2017. Attendance: Pat M., Larissa L., Pat C., Dani M., Rebecca D., Kelly B., Danielle H. Absent: Kristan S., Kim W., Kim N. Called to Order at 715pm.

Secretary Report: None.

Treasury Report: Account balance \$31,769.70. Insurance and 2016 taxes will be complete by Friday 4/14/17.

Committee Reports

President's Info: Ribbons will be delivered 4/19/17. Kim Winger has stepped down from her position as Director at Large. Pat M made a motion to nominate Kelly B. to be interim Director at Large. All in favor, 5. Motion passed.

Show Office Manager: Help for all 4 shows has been arranged. Rebecca is working with Gaitkeeper on reports. Program was updated. Memberships are coming in a few a day. Back numbers are filling up fast so please reserve your back number if you have a preference.

Dressage: New self-scheduling system should be functional for the first show. There is a link on emaa.org website with instructions on use on the Dressage page. Kim W. will be working with Rebecca to ensure members have entries in before they take a ride time. Open breed can sign up 12:01am on the Monday prior to the show. Allison Jones has agreed to work the Dressage Assistant position this year.

Patterns: The patterns for English/Western riding will be posted to the website soon.

Points: Larissa will be making a spreadsheet to track points to assist with year end tabulations. Rebecca will be verifying with Gaitkeeper if they can generate a report to assist.

Gymkhana: Kelly is working on an article about Western Dressage.

Youth Rep: Dani is looking for dog agility obstacles that may be used for the fun class on Saturday evening for the kids

Suggestion Box: None.

Banquet: None.

What's going on: There was a barn fire in Lowell Mi at a therapeutic riding stable and 13/15 horses died. The effects of horse riding makes you smarter! It has been shown to increase memory, learning, and problem solving in children. There have been changes to laws for equine slaughterhouses.

New Business: Kelly will be heading up the Tribute Equine Nutrition partner's program. EMAA will be beginning to look for a new webmaster as Christine will be resigning at the end of the year. Be on the lookout for position postings.

Meeting adjourned at 912pm Larissa motioned, Danielle seconded.

2017 Board of Directors

PRESIDENT
Patricia Murley
president@emaa.org

VICE PRESIDENT
Larissa Zaron
larissa@emaa.org

SECRETARY
Kristan Sayers
kristan@emaa.org

TREASURER
Kim Navarre-Jones
treasurer@emaa.org

DIRECTOR AT LARGE
Pat Cole
patcole@emaa.org

DIRECTOR AT LARGE
Danielle Hawes
danielle@emaa.org

DIRECTOR AT LARGE
Kelly Beaubien
Kelly@emaa.org

SHOW MANAGER
Rebecca Dow
officemanager@emaa.org

DRESSAGE SECRETARY
Kim Winger
dressage@emaa.org

NEWSLETTER/WEBSITE
Christine Young
info@emaa.org

2017 BOD Meetings

Board of Director meetings are held on the second Wednesday of each month at 7pm.

Members are welcome to attend. If you have a particular item that you would like to have addressed, please send an email to info@emaa.org a few days in advance so that we can add it to the agenda.

Meetings are held at the Holiday Inn Flint:

J. Porter's American Chophouse

Be sure to sign up for our email NewsFlash to keep up on the latest news.

You must opt-in to receive these emails.

If you aren't already getting our emails, click the link on the homepage at www.emaa.org.