

## **49er's Saddle Club Policies and Procedures - 2015**

### **All Members**

#### **Meetings**

**Policy:**

The date and time of the next monthly meeting will be set at the conclusion of each regular meeting. The default meeting date will be the 2nd Monday of the month, but an alternative date may be used if agreed upon by the membership or recommended by the Officers and the Board of directors.

#### **Gate access**

**Policy:**

Access to the grounds will be via the main gate, which will be locked with a combination lock. The gate combination will be made readily available to the membership. The membership will keep this combination strictly confidential.

**Procedure:**

Newsletters emailed or mailed directly to members will contain the gate combination. The last one out has the responsibility of locking the gate. Members - please remember to spin the combination dials as soon as you open the lock. If you don't, then the combination is there on the lock for anyone to see, and passers by have been seen examining the lock.

#### **Web Site**

**Policy:**

The web site ([www.49erssaddleclub.org](http://www.49erssaddleclub.org)) will be maintained as the most current and accurate source of information for all members. All forms, newsletters, event schedules, policies, and procedures will be made available there. Since the site is accessible to non-members as well as members, confidential information, such as the gate combination will not be posted there.

#### **Barrel Pattern Markers** (Added August 2013)

**Policy:**

The standard barrel pattern in the 49ers Arena is staked. There are ropes protruding from the ground to mark the barrels. Dimensions and measurements for locating the markers are available in the office. The staked barrel pattern is to be used for competitions only. When practicing in the arena, barrels are to be set no closer than 20 feet (7 full paces) from the stakes. The purpose of this policy is to avoid creating holes in the arena. Another way to preserve the arena ground is to run the pattern from the opposite (south) end, which is always appreciated.

#### **Arena Lights**

**Policy:**

Members are allowed use the lower set of arena lights when riding during the evenings. Due to the added operational expense, the upper lights are reserved for 49er's events and rented engagements.

**Procedure:**

If you turn them on, it is your responsibility to see that they are turned off.

#### **Alcohol**

**Policy:**

When facilities are rented, renters are responsible for setting and enforcing their own alcohol policy. During 49er events, there is to be no alcohol on public display.

#### **Dogs**

**Policy:**

When facilities are rented, renters are responsible for setting and enforcing their own dog policy. During 49er events, including open arena riding, dogs are to be on a leash at all times. No loose

dogs! If a dog causes a disruption or a safety issue affecting other members, the owner will be asked to control the dog or leave.

### **Water**

Policy:

The watering of the arena is the responsibility of the board. Members are not to turn on the water without board approval. This policy is necessary in order to protect against an over-watering situation which could potentially render the arena unusable.

### **Use of Pens**

Policy:

Members only can leave horses in pens on the arena grounds overnight. This policy is intended to be an occasional convenience for members, and not a horse boarding opportunity.

### **Use of the arena by non-members**

Policy:

The 49er 's arena and facilities are the property of the membership and their use is a privilege of that membership. Members may invite a non-member to ride in the arena with them as a guest, but guests are limited to two (2) such invitations in a lifetime. To use the 49er facilities further, the guest must become a member. Former members, including those with delinquent memberships, are not eligible to be guests, and need to renew their membership in order to use the facilities of the club. Members who knowingly abuse this guest privilege will be subject to disciplinary action in accord with by-laws Article X. Members will be held accountable for the dues of their non-paying guests. Guests under 18 must have a parent/guardian signature.

### **Royalty**

**Sec. 1 Design of the Court: The 49ers By-Laws states, "Club Royalty shall consist of up to three (3) young women. They shall be judged and chosen for their leadership and ambassador qualities, which will include horsemanship. One shall have the title of Queen, and others, from zero (0) to two (2), shall each have the title of Princess. One (1) adult chaperone shall be appointed."**

**Sec. 2 Purpose:** Service to the Club as ambassadors within the community as to establish a Club presence within the membership area, affecting interest, respect and new membership. The membership area is approximately, but not limited to, a 20 mile radius. The Court will also serve within the Club to promote unity and respect in horsemanship and stewardship of the grounds. Royalty are our role models and mentors to the youngest membership.

**Sec. 3 Term:** The Court will reign from October of one year to October of the next year. The suggested election guidelines are: Applications to be submitted by July 31, judging will take place in August, the team will be announced at the September meeting. Special honoring of the Royalty may occur at the Christmas party, provided that all judging and selection has been completed.

**Sec. 4 Qualifications:** Members of the court must be female. They shall: establish Club membership; be between the ages of 10 and 19; have an interest in representing and promoting the Club. Age shall be determined as of January 1<sup>st</sup> of the year in which elected. An individual may serve as Queen for one year only. Royalty is a public position and role model at all times for the Club and community. As such, shall exhibit quality and positive behaviors at all times throughout the term. An individual Royalty member may serve as Queen for one year only.

**Sec. 5 Judging:** The Court shall be chosen by judges named by the President and confirmed by the Board. Up to 3 judges shall be assigned. Judges will seek to identify those candidates who would best represent the 49ers Saddle Club as ambassadors, serve as positive role models for other young people, and who exemplify the western way of life. The specific qualifying procedure will be

determined by the judges, chaperone, and Royalty committee members.

**Sec. 6 Chaperone:** To be appointed to the team each year by the Club President and confirmed by the Board. The chaperone is the adult member of the team and shall have the authority to advise, supervise and guide the members. The chaperone travels with the Court as an adviser, but does not make public appearances. This person is to arrange for a Court activity report at the membership meetings. Members of the Court may take turns reporting.

**Sec 7 Tour of Duty:** The Royalty Court, along with their parents, shall develop a list of events to attend which are appropriate for Club ambassadorship. The list shall consist of club events, area parades, equine events and possibly other community events. The events will be designated as "expected" and/or "optional" event. The expected events shall be kept to no more than 4 and be a balance of types of events. The list shall be presented at the February Board of Directors meeting for approval.

The Team shall be responsible for the Christmas party decorating.

**Sec. 8 Removal of Office:** Considerations for revoking a member of the Court by the board:

- a) Display of unbecoming behavior in public;
- b) Failing to represent the Club at two (2) expected events without a legitimate and authorized excuse;
- c) Accepting a position with another organization which requires representation at events that conflict with the Team's expected event appearances.

Should removal of the Queen occur, the remaining Princess that scored highest during the selection process will step up to Queen for the remainder of the term, if she so wishes. Serving a remainder term does not qualify for a full year term and therefore the new Queen is still eligible to be chosen for a full term as Queen in the future.