

BAKER COUNTY HORSE ASSOCIATION BY-LAWS

Revised November 1, 2009

Article I-Name

The name of the organization shall be “Baker County Horse Association,” herein referred to as the “Association” or “BCHA.” Our goal is to promote equine events and produce a family atmosphere.

Article II-Purpose

The purpose of the organization is to promote shared interests in horses, horsemanship, sportsmanship, and good fellowship among people of this community and others.

Article III-Board of Directors/Committees

The Association will consist of a Board of Directors, herein referred to as the “Board” or “Directors.”

The Board shall determine the policies, decide and plan the activities of the Association with input from members; manage membership and oversee all Association expenditures.

All Directors must be present at all horse shows unless he/she gives proper notice **of one (1) week** to the Facilitating Director. In order to maintain a cohesive and proactive Board of Directors, directors who are consistently unable to fulfill their duties at scheduled directors’ meetings can be relieved of their director position upon a majority vote and consensus by the Board.

The Association will consist of the following committees:

1. **Publicity**- responsible for circulating event information to members and to the public; responsible for obtaining sponsors.
2. **Special Events**- responsible for coordinating and providing information on special events, i.e. trail rides, fun days, fundraising events, etc., to promote interest in equine activities.
3. **Arena**- responsible for the supervision of events and all activities. The Arena Committee’s decision as to disqualification and winners of events are final. The arena Committee will consist of the Announcer and the Arena Judges.
4. **Membership**- appointed to accept applications, present them to the Board, and collect Association dues.
5. **Concessions**- responsible for purchasing, coordination of the preparing, assisting in event concessions, and for the account of concession receipts and expenditures
6. **Secretary**- Shall keep a record of all directors and members meetings along with attendance. Shall keep members informed of any news and meetings through automated phone calls and/or emails and shall send all necessary updates for BCHA web site.
7. **Treasurer**- shall have general charge of the BCHA club funds. Any large purchases must have directors approval by majority vote. The treasurer shall keep full records of all receipts and payments pertaining to the club. Treasurer shall give a report of all records at each Directors meeting.

Article IV- Membership

Individuals of families desiring to become members of the Baker County Horse Association, who understand and support the purpose, morals, and By-Laws of the Association and agree to support the Association activities, must submit the appropriate application to the Board of Directors or membership committee. Upon submission of application to BCHA, the prospective member will be issued a membership for the current calendar year. Upon receipt of the application membership dues will be accepted and are payable at \$30.00 annually per family.

1. Family Membership consists of family members within the same household.
2. New applications for membership can be delivered by mail or in person at the arena on a regular ride night.
3. In order to maintain membership, an updated application must be completed annually by all members. No membership dues will be accepted without a completed application.
4. Any member who has paid dues to the Association; is upholding the purpose, the rules and conduct according to Association regulations and obligations; and who is contributing to club functions, is deemed to be a member in good standing.
5. Membership dues are \$30.00 per family to be paid annually at the time of application.
6. In order for the Baker County Horse Association to be successful, members are required to assist during **FOUR** regular ride nights and one show per membership year in an area of concessions, announcer, special events, or arena management. Members will be assigned to a director's team and will be responsible for working the assigned areas during the assigned month(s). This is based on family membership.
7. Members **MUST** ride at least 50% of regular ride nights per calendar year (from date of membership) **AND** fulfill VOLUNTEER REQUIREMENTS as stated in Article IV, section 5, to earn awards at the end of the year.
8. A regular calendar year for the BCHA is November 1st of the current year to October 31st of the next year.
9. When filling out your membership application the rider will be placed in his/her class based on their age as of November 1st of the new membership year. Example: If the member is 12 years old on November 1st and their birthday is January 3rd, the member will ride in the youth class for 12 year olds for that year and move up to the junior class the next year.

Article V-Volunteering

1. Members are required to assist during **FOUR** regular ride nights and one show or special event per membership year in an area of concessions, announcer, special events, or arena management. Each member will be assigned to a director's team and will be responsible for working during the assigned month(s) for that director team.
2. Volunteering is based on family membership.
3. Regular ride nights will be considered as the 1st and 3rd Saturday of each month.
4. Shows will be considered as club fund raisers, scheduled work days, club sponsored events, jackpots, IBRA, NBHA, fun days, etc.
5. Members who are volunteering are responsible to sign the volunteer sheet that will be kept at the **CONCESSION** stand. These papers will be used at the end of the year to tally up the volunteering for end of the year placing. It is the **RESPONSIBILITY OF EVERY VOLUNTEER** to sign the volunteer sheet to ensure he/she is credited for the volunteer time.

Article VI-Member Benefits

1. There will be a reduced charge to members for arena games rides.
2. Group Trail rides will be planned and announced as the schedule allows.
3. Overnight camping with group discounts when available.
4. Members assisting in an assigned capacity at shows will be eligible for one free meal during that show.
5. Members may vote on club items at scheduled member meetings. In order for a member to be eligible for voting, a membership application with dues paid and recorded must be in place prior to any members' meeting where voting is taking place.

Article VII-Meetings

Board meetings will be held monthly as needed.

A majority of active Directors must be present to vote on any Association item and All Directors (when possible) to make any change in By-Laws. There must be at least four (4) Directors present to hold a meeting.

Directors must give a twenty-four (24) hour verbal notice to each Director prior to calling special meetings.

If a member wishes to make suggestions regarding Association activities, he/she can submit it in the suggestion box kept at the Concession stand or bring it to a Director's attention and the Director will bring the matter before the Board for review.

General Assembly meetings for all members in good standing will be held quarterly and shall be publicly announced in advance.

Article VIII-Activities

1. There will be a reduced charge of \$5.00 for members ride nights. **Non-members pay \$10.00 per ride night.**
2. All shows and regular ride nights shall be opened with an invocation (prayer).
3. Regular ride nights are the 1st and 3rd Saturday each month starting at 7:00 p.m.
4. The Association shall be in control of any activity held under the name of the Association and these By-Laws shall prevail as the guidelines under which the events shall operate.
5. BCHA Jackpots are \$5.00 per participant for both members and non members on regular ride nights.
6. Extra rides will be offered for both members and non members. **You may not ride the same horse in this event that you rode for points in an earlier event.** For each additional horse, the set price for this is \$5.00 for members and \$10.00 for non members. There will be an extra ride offered in every game after the adult group on regular ride nights.

Article IX-Association Responsibility

The Association will not be held responsible for personal injury or damage to animal or personal property on Association grounds or at any other place Association activities may be held. A release form is included on the membership application.

Non-Member release forms must be completed and signed by all persons **before** entering games at shows and regular ride nights. Minors (under 18) must have parental signature on the release forms.

Article X-Conduct and member Responsibilities

1. All members are representatives of the Baker County Horse Association. Any member displaying behavior not consistent with the Association's standards shall be asked to leave the premises after fair warning. Failure to display proper conduct after fair warning may result in being barred from the Association and/or termination of membership.
2. Members will be asked at each show to assist in the clean-up of the grounds after events.
3. To maintain integrity of the Association, any disagreements shall be carried out or handled at an Association meeting rather than at show grounds.
4. Any person deliberately creating confusion or disturbance, displaying misconduct or harassment will be asked to leave due to disorderly conduct.
5. All riders must be appropriately dressed and for safety, must wear shoes with heels.
6. All dogs must be kept on a leash at all times.
7. The Association will not tolerate any horse abuse. The Association understands there is a difference between discipline and abuse.

8. No alcoholic beverages, profanity, or drugs allowed on Association grounds at any time. Any member displaying behavior not consistent with the Association's standards shall be asked to leave the premises after fair warning. Failure to display proper conduct after fair warning may result in being barred from the Association and/or termination of membership.
9. According to Florida Statutes riders and/or horse owners are required to have current coggins at all events. Random checks **COULD** occur.
10. No unsafe riding or unsafe equipment will be permitted on Association grounds.
11. Failure to display proper conduct after fair warning may result in being barred from the Association and/or termination of membership.
12. It is the responsibility of every member to see that all fellow members, guests, and visitors maintain proper conduct.
13. It shall be the responsibility of each individual to be familiar with the Association By-Laws.
14. To provide absolute safety to both riders and workers, **NO HORSES ARE ALLOWED IN THE ARENA WHILE THE TRACTOR IS IN USE.** No exceptions. **This includes the alley way.**
15. **A warm-up area is provided directly behind the announcer's booth. This area should be the only area being used for extensive warm-up. For safety, warm-up should NOT be conducted in the trailer parking area or near the concessions area.**
16. Assigned working members at regular ride nights and shows get one free meal and drink.
17. The Baker County Fair side is now under private lease to the Baker County Fair Association. **No horses are allowed on the Baker County Fair side** except when a large show calls for extended parking in that area and BCHA has obtained prior permission to do so.
18. Directors of Baker County Horse Association reserves the right to terminate and or refuse membership.

Article XI-Classes

The Board reserves the right to combine or split classes if the number of participants warrants a change. Any class changes will be made prior to the next ride season.

Pony/Leadline Class (Ponies 50" & under) and or anyone being lead by an adult member.
Fingerlings 1-8
Small Fries 9-12
Juniors 13-18
Adult Riders (women and men 19 & up)

The class will be determined by the rider's age of November 1st of current membership year.

Classes are closed when the last rider in that class is called and placing will be announced at the end of all riders.

Article XII-Class Games-Florida Guidelines

Pole Bending- The first pole will be set 21' from the starting light. The remaining poles will be set 21' from center to center. There are six (6) poles.

Texas Barrel Weave- Three barrels will be used. The #1 barrel is to be placed 21' from the starting light and the remaining barrels to be placed 42' apart measuring inside to inside bottom.

Arena Race- One barrel to be used, placing the barrel 55 yards from the gate at arena opening to the inside edge of the barrel.

Cloverleaf- A minimum of 15' between each of the first two barrels and the inside fence. There will be a minimum of 30' between the 3rd barrel and back fence. There will be a minimum of 30' between the time line and the 1st barrel.

Jackpots- This will be any of the games above on a scheduled ride night and will be rotated so all games will be ridden. The payout for 5 riders will be club 20% and rider 80%. Every 5 riders this % payout changes accordingly. The club will always receive 20%. Directors who are present reserve the right to cancel a ride night jackpot due to low participation (less than 5) or if safety issues exist.

Extra Rides- There will be an extra ride for each game that is done after the Adult Riders. All ages are in the same group. The horse ridden for extra rides **must** be different from the first horse ridden. The first horse ridden will determine points. No points are given in this division. This is a set rate per ride of \$5.00 for members and \$10.00 for non- members.

Fun Day- Fun days will be scheduled during the year by the directors. Regular speed events during fun days **will count for points WHEN THE FUN DAY TAKES THE PLACE OF A REGULAR RIDE NIGHT**. Directors are open to new games the members would like to play that are safe and fun.

Article XIII-Award of Points

1. Members who ride 50% or more of scheduled rides, and who have fulfilled the required volunteer time, and are in good financial standing with the club dues and fees will earn points toward end of year awards.
2. The date of application will be the determining date of accounting for points purposes.
3. The announcing director will be in charge of totaling and posting the members points at the concession stand and the announcer booth.
4. Copies of all ride papers will be kept in the concession stand filing cabinet.
5. Points and placing are subject to change due to volunteer list and attendance.
 - a. 5th place = 2 points
6. The member's points will be calculated as follows:
 - b. 1st place = 6 points
 - c. 2nd place = 5 points
 - d. 3rd place = 4 points
 - e. 4th place = 3 points
 - f. 6th place = 1 point

Article XIV-Club Queen & Princess

1. To be voted on by all members the first ride night of the season.
2. To hold this title for one year.
3. To represent the club during events with which the club would normally be associated.
4. To represent the youth members of the club.
5. Must demonstrate good horsemanship and good moral standings at all times.
6. Must be able to carry a club flag.
7. Queen contestant must be in the Junior Class. Princess contestant must be in the Small Fries Class.

Article XV-Directors

Public Relations/Special Events

Janet Taylor (904) 502-7581 jltmeme@hotmail.com

Arena

Arena/ Announcer

Timmy & Penny Hodges (904) 838-8449 pennie.hodges.BGPA@statefarm.com

Arena/Treasurer

Vince & Pam Farnesi (904) 259-2124 cowgirlsmom@comcast.net

Arena/ Secretary

Tony & Robin Arabie (904) 653-2433 tacajun@yahoo.com or sobbinrobin@yahoo.com

Concession

Lynn & Randy Rhoden (904) 259-8727 lrho3131@yahoo.com

Announcer/Arena

Robin & John Steinmeyer (904) 476-5346 johnsiii@nefcom.net

Updated versions of by laws can be found on ridebcha.com