

**HIGH DESERT TEAM PENNING ASSOCIATION
2011 By-Laws**

TERMS OF OFFICE:

Board of Directors will serve three (3) year terms. Officers will serve (1) year term. New officers will be elected from the Board, by the Board of Directors at the beginning of each year, and will have to have served at least (1) year previously as Director. Those elected as officers will then continue to serve as directors until their terms are completed.

Terms:

**Conrad Stitser – 851-1889 Expires 11/2010
Ray Callahan ~ 849-0495 Expires 11/2010
Robert Adamson~ 772-5824 Expires 11/2010
Lisa Hallmark ~ 849-3843 Expires 11/2011
Karen Rider ~ 742-5702 Expires 11/2011
Sherry Davis ~ 972-7886 Expires 11/2011
Richard Tree ~ 273-1721 Expires 11/2012
Chism Wagner ~ 232-0057 Expires 11/2012
Amy Rasmussen ~ 343-5592 Expires 11/2012**

DUTIES OF OFFICERS AND DIRECTORS:

PRESIDENT: The President will preside over all meetings, including those at team events. The President will vote only to break a tie or by secret ballot. The President will coordinate with the awards committee to arrange for year end awards. The President will make arrangements for all meeting places. The President will keep copies of all treasurers' reports, as well as copies of paperwork from each penning/sorting.

VICE-PRESIDENT: The Vice-President will perform all duties of the President in his/her absence. The Vice-President will also assist with entries and payoffs as needed at each event.

SECRETARY: The Secretary will record minutes of all general membership and Board of Directory meetings. The Secretary will coordinate in the production of the monthly newsletter, which will include point standings, results of each team event and up coming events. The Secretary will keep copies of the Treasurers reports, as well as all paper work from each event.

TREASURER: The Treasurer will keep and maintain all bank accounts and be responsible for an accurate financial report at all meetings. The Treasurer will prepare paper work. The Treasurer will provide copies of all Treasurers' reports to be available at each general membership meeting. Any expenditure of over \$100.00 must be approved by the Board of Directors.

SERGEANT OF ARMS: It is the responsibility of the Sergeant of Arms to keep order at all meetings, and fine offenders as necessary. A one (\$1.00) dollar fine will be charged for each offense.

POINTS SECRETARY: The Points Secretary will be responsible for keeping an accurate tally of all point standings throughout the year. The Points Secretary shall handle and review any point grievances.

DIRECTORS: Directors will be responsible for bringing forth comments from association members. They will establish and organize events and assist each other and the officers as necessary. The President will appoint arena directors for specific tasks for each event. These arena directors will chair committees made up of association members and must include one (1) junior member if possible. Directors will provide a link between association members and the Board of Directors and Officers. Directors must notify the President if they are unable to attend a general membership meeting or an event. If any Director is absent from three (3) consecutive association functions, that Director may be removed from office at the discretion of the Board of Directors. Elections to the Board of Directors will be conducted by ballot mailed to the general membership. Ballots must be postmarked no later than the date specified on the ballot to be counted.

Directors shall be knowledgeable of all rules and by-laws, which will be discussed and reviewed annually prior to the first event.

ANNOUNCER: Only one announcer is designated for each event and will be paid \$1.25 per team or \$100.00 which ever is greater. Any exception must be approved by the Board of Directors.

EVENTS SECRETARY: Shall handle signups, check writing, points, and record keeping and convey web site information. This shall pay \$1.50 per team.

PAYOFF SYSTEM: Added money does count toward year-end points only when equal amount of money in all events spread over the entire division. (all goes, all places). Monetary payoffs are equal to 60% of the entry fees, (Penning or Sorting) and by event, are as follows:

OPEN: 1 Go with top 10 - 4 ride limit. Handicapped #15 rating equals actual time. Any rating higher or lower will add or subtract a ½ second per rating point. Change 2 riders each go.

Payouts:

OPEN

Long Go – Pays 30% of purse

Average – Pays 70% of purse

- 1 – 25 teams pays (2) two places in each go- (60%, 40%) and four (4) places in the average, (40%, 30%, 20%, 10%)

- 26-30 teams pays (3) three places in each go – (50%, 30%, 20%) and five places in the average, (30%, 25%, 20%, 15%, 10%)
- 31+ teams pays (4) four places in each go – (40%, 30%, 20%, 10%) and (6) six in the average, (29%, 24%, 19%, 14%, 9%, 5%)

PRO-AM-NOV (Penning Only) 1 Go with top 10 – 3 ride limit. Change 2 riders each go.

#8 Handicap (Sorting Only) 4 go class with handicap for #3,#2 & #1 rated riders as follows:

3 rated rider = 1/2 second handicap
 2 rated rider = 2 second handicap
 1 rated rider = 3 second handicap

Examples: #5 rides with #3 = +1/2 second
 #4 rides with #2 = +2 second handicap
 #3 rides with #3 = +1 second handicap
 #5 rides with #1 = +3 second handicap
 #4 rides with #4 = 0 handicap

NOVICE - 1 go, 3 ride limit. Rider can pick 3 or draw 3.

JUNIORS – 1 go. 3 ride limit, change 2 riders each go. 1 Female & 1 Male adult & partners must change with each go.

- 1-5 teams pays 1 place
- 6-10 teams pays 2 places, (60%, 40%)
- 11-15 teams pays 3 places, (50%, 30%, 20%)
- 16-19 teams pays 4 places, (40%, 30%, 20%, 10%)
- 20+ teams pays 5 places, (30%, 25%, 20%, 15%, 10%)

ENTRY FEES:

- OPEN \$25/per person per go
- PRO-AM-NOV: \$20/per person per go
- DRAW: \$15/per person/per go
- JR's: \$10.per/junior per go
- NOV: \$15/per person per go

NOTE: The Board of Directors may approve higher entry fees for special events.

RULES OF CONDUCT: No person shall harass, heckle, ridicule or make offensive comments or gestures, or make any racial or sexist remarks against any participant or spectator.

- The penalty for the first offense shall be a warning.
- The penalty for the second offense shall be removal from the events, and any prepaid entry fees shall be forfeited.

- The penalty for the third offense will be loss of membership in the HDTPA, and banishment from all HDTPA sanctioned events for a period of one (1) year from the date of the infraction.
- A minimum of (3) three Board of Directors will determine if an infraction has occurred.
- No schooling or disciplining of horses while in the arena.

HDTPA BY LAWS: Changes or additions to the by-laws & rules can only be made by a majority vote of two-thirds by the Board of Directors.

RATING COMMITTEE: Will consist of (7) seven members headed by a Board of Director. A rating committee member must be rated a (4) four or higher. A minimum of (5) five votes for quorum. An appointed member of this committee will be available at each event. Also, a minimum of 3 committee members will be required to be at each event to rate riders. New members are required to fill out a self rating form and will be allowed to ride at their first event under this rating. Once the committee has reviewed the rider's rating form and watched this rider compete, they may be re-rated as necessary. The rating committee has the option to change the riders rating within the first two events of the season or within the first two events that a rider has completed, beyond this the rider's number stays the same for that event season. Everyone must have a number to compete in a number division event. Borderline riders are given the "advantage" of the lower number. This enables that rider to ride with higher number riders.

A new member or permit rider, without a rating, will let the secretary or treasurers know that they have not been rated. They will then give these names to the rating committee for rating, and the rider will be notified so he/she can put his/her numbered team together.

Arena Directors will not be responsible to check team's numbers prior to the event. That responsibility lies with the team! The Arena Director will check your number at payoff time, and a team rated over the event limit will forfeit all money. In these cases, places and moneys will be redistributed to the next place team.

APPEALS: Members may appeal their official rating in writing. Appeals shall be mailed to HDTPA. NO PHONE APPEALS WILL BE ACCEPTED! Written appeals shall include the correct name, address, requested number change and a brief explanation of why an appeal should be granted. The rating committee chairman will document all appeals and will give all the information to the committee for a decision. NOTE: A filing of an appeal does not guarantee a number change. Members will be notified of number changes in writing, a phone call, or on the list in the HDTPA newsletter.

CLUB GUIDELINES

HDTPA/Club produced:

Penning Cattle: 35% (of gross entry fees) or with the herd minimum \$15.00 per head.

Sorting Cattle: 25% or \$25.00 per head maximum.

Under special conditions, additional moneys will be considered for transportation costs.

Any event produced by an outside organization, but sanctioned by HDTPA, must be approved by the board of directions and all insurance provisions shall be carefully considered.

The Cattle supplier will be responsible for hauling cattle, numbering and un-numbering cattle and insurance provisions (an additional insurance rider can be purchased for \$90.00). 08-09 season. Cost to be adjusted.

The club Secretary/Treasurer will take care of the bookkeeping (ie: signups and payouts)

- There may be open checks BUT they must be signed prior to the event.
- Sign-ups for the OPEN (1st event) are mandatory call-ins. Added entries are allowed only to fill a herd and will close 30 minutes prior to the beginning of the event.
- Due to insurance regulations, waivers MUST be signed prior to the event.
- Riders must take responsibility for how many times they enter an event, and must be careful not to exceed run limit per event. A fine originally imposed was dropped in the July 2000 meeting. The rest of the rule will remain: The rider will forfeit all money won including points and entries in that division.
- Once entry fees are paid, no refunds will be given.
- A \$12.00 administrative fee will be charged to each participant at each event.
- A \$15.00 permit fee will be charged to each non-member of HDTPA. First time riders shall be granted 1 free permit fee (excluding day fee) but no points accumulated as day use fee for year end awards.
- If an individual enters a draw pot and subsequently leaves the event after the draw has started, the team affected will be moved to the bottom of the order of go and the first eligible rider to enter the draw will be put into the vacant spot.
- Any 1 directors will draw entries for the draw pot event along with secretary.
- If a member's check for entry fees bounces, they will be required to pay cash from then on. They will also be required to pay the bank service charge.
- The arena will be closed to all riders until all the cattle are numbered. No winning checks are to be dispersed until all cattle numbers are removed.
- Award Guide Lines: It is noted in the March 8, 2000 newsletter that awards will be given through tenth place if there are 5 or more events. If less than 5 events, a banquet only will be held. (An award dollar amount will be decided at the August Meeting).

- When possible, a 72 hour advanced notice will be given members should a decision be made to cancel an event. This decision will be made by the cattle provider and Board of Directors.

ADDITIONAL GUIDELINES: A rider should never allow the cattle to run down the “hole” side of the pen when sending cattle back to the herd (after a penning run). After cattle are penned, riders should never crowd them in the pen. A rider’s cinch should never go past the gate. The reason being, cattle feel no relief being crowded in the back of the pen and will continually balk when being driving to go in.

SORTING EVENTS: After the end of each run, whether from disqualification or from successful time, riders should single file the remaining cattle into the next sorting pen in an orderly fashion.

A recommended pen size of 60 wide X 60 deep and to sort two direction. Any changes are to be made by the Board of Directors and at their discretion. No more than 2 un-numbered cattle shall be used in any heard.

NEWSLETTERS: A newsletter will be posted on HDTPA website once a month and will include up coming events, meetings, monetary standings and event results. Any members requesting a mailed newsletter shall pay \$10.00. All sponsors shall receive a mailed newsletter free of charge.

MEETINGS: A general membership meeting will be held each month. Board of Directors meetings will be scheduled as deemed necessary by the President.

TIMING RULES: HDTPA will pen by the US Team Penning Association rules, with exceptions implemented by the HDTPA Board of Directors. Effective with the 1994 season, the time limit for all penning/sorting events will be ninety (60) seconds for the Open, 75 seconds Pro Am Nov, 90 Seconds all other divisions. Sorting will be 60 seconds for the open, 75 seconds for the #8 Handicap, all other divisions 90 seconds.

POINTS: If a rider’s number is changed, any points earned will stay within the division in which they were earned.

RESOLUTIONS: The club has the right to adopt resolutions for a one year trial basis for review for that resolution (change or addition) at the end of the year. Resolutions are listed below:

- There is to be a maximum 60% payback of entry fees, however, money not won in accordance with the pay schedule of the division is to be reverted back to the competitors at the appropriate payout schedule.
- PRO-AM-NOV: (Penning Only) The current Pro-Am-Nov Division consists of team members any age and may have only one open rider per team. The PAN will take it’s place and will be : Team members any age, limited to (1) one open rider, but MUST HAVE at least (1) one novice rider.

Example: 1 OPEN, 1 NOV, 1 AM
1 AM, 2 NOV (or any other combination are allowed)

Riders Rated a: 1-2 = NOV, 3-4 = AM, 5-6 = PRO

- #8 Handicap (Sorting Only) The current 4 go class with handicap for #3,#2 & #1 rated riders as follows:

3 rated rider = 1/2 second handicap
2 rated rider = 2 second handicap
1 rated rider = 3 second handicap

Examples: #5 rides with #3 = +1/2 second
#4 rides with #2 = +2 second handicap
#3 rides with #3 = +1 second handicap
#5 rides with #1 = +3 second handicap
#4 rides with #4 = 0 handicap

- The Penning foul line will be shortened to 40% instead of 50% to save the cattle, and when possible, to shorten the arena to 200 ft.
- A Rookie of the Year Award was inducted. This award will be for first year riders only with a 1 or 2 rating and highest money won.

MEMBERSHIP DUES: Association membership dues will be \$40.00 for the first family member and \$10 for each additional family member annually. Memberships paid prior to the start of the event for any moneys won to count toward year-end awards. If dues are not paid within 30 days of the new penning season date (Oct 16th) a newsletter will still be sent, but that member will not have any voting rights. To qualify for a family membership, all members should reside in the same household.

ESTABLISHING EVENTS: The Board of Directors will establish and organize all events with the assistance of a committee consisting of association members & Directors.

EVENT SEASON: The HDTPA season will be from November 21st through November 20th the following year and. (Ballots for Directors &/or Officers to be sent out in October). The year end awards banquet will be scheduled in January.

ADVANCED NOTICE OF EVENTS: There will be at least a (2) two week advanced notification of events OR telephone notification as far in advance as possible for each event.

HIGH POINT AWARDS: Each division award shall be the total dollars accumulated that the competitor is qualified to ride within his/her rated division. Junior division is excluded.

EVENT CATEGORIES: Event categories may include:

OPEN: Team member any age

PRO-AM-NOV: Team members any age. Must have at least one
novice r (Penning Only) rider and is limited to
one open rider.

#8 HANDICAP 2 man #8 ~ 4 go class with handicap for #3,#2 & #1
(Sorting Only) rated
riders as follows:

3 rated rider = 1/2 second handicap

2 rated rider = 2 second handicap

1 rated rider = 3 second handicap

DRAW: Team members any age. One Director & the
secretary must be present & to do the draw.

NOVICE: Team members any age. Must be rated either 1 or
2.

JUNIORS: Team members 16 years of age and under at the
start of the penning year. The junior division will run
after the PRO-AM-OV Division. Juniors must be
signed up by the end of the Open division. Eight or
more juniors will be a Draw-Pot changing only one
partner, instead of two. Eight or less juniors: it will
revert to the Jr/Sr. mix with one adult woman and one
adult male riders. In the case of a Jr/Sr mix, the junior
must be the only rider in the herd, cutting the cattle.
Any adult in the herd will disqualify the team. Junior
points do not count toward year-end high points.

NOTE: An individual may enter any eligible events, but must change two
(2) team members each time. Unless two man rules
apply, then rider must change 1 team member.

All events will be regulated by HDTPA