

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

**Rev 4/2019**

**TERMS OF OFFICE:**

Board of Directors will serve three (3) year terms. Officers will serve one (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 one (1) year previously as Director. Those elected as officers will then continue to serve as directors until their terms are completed.

**2019 Terms:**

**Conrad Stitser - 350-7079 Expires 11/2021**

**Jennifer Efstratis - 690-4457 Expires 11/2019**

**Mike Torvinen – 336-8088 Expires 11/2019**

**Karen Regan – Expires 11/2021**

**Erin Lehman - 230-3900 Expires 11/2019**

**Brian Chew – Expires 11/2020**

**Jake Kellames – Expires 11/2020**

**James Kellames – Expires 11/2020**

**Tony Mueller – Expires 11/2021**

**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 the year end awards. The President will make arrangements for all meeting places.

**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 e-mail, which will include point standings, results of each team event and upcoming events. The Secretary will keep copies of the Treasurers reports, as well as all paper work from each event. The club can engage the services of a non-board member to perform these duties.

**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 and will provide copies of all Treasurer's reports to be available at each general membership meeting. Any expenditure of over \$300.00 must be approved by the Board of Directors, excluding event costs.

**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 e-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 whichever is greater. Any exception must be approved by the Board of Directors.

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

**FLAGGER/TIMER:** The judge will raise the flag when the pen is ready. The judge will signal the beginning of the run by dropping the flag when the nose of the first horse crosses the start/foul line and the first number to be sorted will be announced. – The announcer will draw a number, which will determine the first cow to be sorted. The cattle will then be sorted increasing in sequence from that number. **If two or more cows cross the line together, they are considered to be in order as long as the nose of the correct number or numbers cross the line first regardless of whether they finish crossing in that order.** Cows are not counted as sorted until they are completely across the line. Also if any part of a wrong numbered cow starts across the line it is a no time. If any part of a correct numbered cow starts across the line and then backs out it is also considered a no time. The Flagger/Timer will be paid \$75.00 per event.

**PAYOFF SYSTEM:** Monetary payoffs are equal to 55% of the entry fees, (Penning or Sorting) and by event, are as follows:

#### **OPEN / #9 CLASS**

Long Go – Pays 20% of purse

Average – Pays 80% of purse

- 1 – 25 teams pays (1) one place in long go- and three (3) places in the average, (50%, 30%, 20%)
- 26-30 teams pays (2) two places in long go – (60%, 40%) and (4) places in the average, (40%, 30%, 20%, 10%)
- 31+ teams pays (3) three places in long go – (50%, 30%, 20%) and (5) five in the average, (30%, 25%, 20%, 15%, 10%)

## **#7 CLASS / NOVICE / JUNIORS / DRAW / WESTERN HERITAGE**

- 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%)

## **RANCH HAND**

- 50% of entry fees (gate person will not receive any pay out)
- 1-5 Teams Two places (60% 40%)
- 6-10 Teams Three places (50%, 30%, 20%)
- 11-15 Teams Four places (40%, 30%, 20%, 10%)
- 16+ Teams Five Places (30%, 25%, 20%, 15%, 10%)

## **ENTRY FEES:**

- OPEN \$30/per person per go
- #9 CLASS: \$25/per person per go
- #7 CLASS:\$20/per person per go
- DRAW: \$20/per person per go
- JR's: \$15/per junior per go
- NOVICE: \$20/per person per go
- Ranchand: \$25/per 1 rated rider per go
- **Western Heritage: \$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. No abuse of horses while at an event. The Board of Directors will have the final decision.

- 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 three (3) Board of Directors will determine if an infraction has occurred.

**SAFETY/FALLEN RIDER:** If a rider falls off their horse during a clean run, the clock will stop for the safety of the rider. When the rider is ready, they will have the option to a) call for time and end their run as is, or b) re-mount, go to the other side of the start line and continue their run from where they fell.

**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 (6) six members headed by a current or past Board of Director. A rating committee member must be rated a three (3) or higher. A minimum of three (3) 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.

Rating changes within a division: (1→2), (3→4,) (5→6) can occur anytime throughout the season. For rating changes resulting in a division change: (2→3), (4→5), the rating committee has the option to change the riders rating 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 Treasurer 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 e-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 via e-mail, or on the list on the HDTPA website.

**POINTS:** If a rider's number is changed, any points earned will stay within the division in which they were earned. Year end awards for points earned in that class would still be awarded.

**HIGH POINT AWARDS:** Each division award shall be the total dollars accumulated from each division's non-restricted classes. E.g. Juniors and Ranchhand are currently restricted classes and dollars earned in those classes will not count towards high point awards.

**ADDED MONEY:** 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).

## **CLUB GUIDELINES:**

HDTPA/Club produced event cattle charges:

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

Sorting Cattle: 25% or \$27.00 per head maximum.

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

The Club Secretary will take care of the bookkeeping (i.e.: signups and payouts)

- There may be open checks BUT they must be signed prior to the event.
- All checks must be cashed within 90 days of the event after which they will be cancelled.
- 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. 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 \$20.00 administrative fee will be charged to each participant at each event.
- Riders under 16 years are waived the administrative fee.
- A \$15.00 day fee will be charged to each non-member of HDTPA. First time riders shall be granted 1 free day fee. No points are accumulated towards year end awards with the day use fee. These points will be noted with an asterisk on the points worksheet.
- If an individual enters a Draw Class 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.
- The drawing of the teams will be done via computer. If there is a computer glitch the draw will be done by hand with any one (1) Director along with the Secretary.
- If a member's check for entry fees bounces, they will also be required to pay the bank service charge for the bounced check.
- Award Guidelines: Awards will be given based on financial ability of the club and number of events held to be decided no later than the August meeting.
- When possible, a 72 hour advanced notice will be given to members should a decision be made to cancel an event. This decision will be made by the cattle provider and Board of Directors.

**MONTHLY MINUTES:** Minutes will be posted on the HDTPA website once a month and will include up coming events, meetings, monetary standings and event results.

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

**COACHING/SPOTTING:** Spotting of cattle is permissible and highly encouraged. It brings more excitement to the sport and evens the playing field for all

participants. Less experienced riders are encouraged to request coaching/spotting from more experienced riders.

**DRESS CODE:** All contestants and herd settlers at a HDTPA sanctioned show must wear western attire: Collared western shirt (sleeveless and cap sleeve are acceptable) and boots. Western hat is optional. Western attire is optional for the timers and announcers. Tank tops, tee shirts, polo shirts, and ball caps will not be allowed. A fine of \$10 will be levied by the judges at their discretion, against any contestant not in compliance. Fines must be paid before the contestant rides again. Helmets are acceptable.

**MEMBERSHIP DUES:** Association membership dues will be \$40.00 for the first family member and \$20 for each additional adult family member and \$10 for each child annually. To qualify for a family membership, all members should reside in the same household. Memberships must be paid prior to the start of the event for any monies won to count toward year-end awards. Dues must be paid by their first event of the season. If dues are not paid by their first event, monthly minutes will be sent, but that member will not have any voting rights.

**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 January 1 to December 31. (Ballots for Directors &/or Officers to be sent out in October). The year end awards banquet will be scheduled in or around January.

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

**SORTING CLASSES:** Event categories may include:

- **OPEN/OPEN DRAW:** Team member of any age. Open class to allow a maximum of 5 go's total, with a maximum of 4 pick teams. For the draw the MINIMUM team rating will be a 7, with MAXIMUM team rating of 9. The draw will be drawn manually from two baskets. Basket #1 will hold 4, 5 and 6 rated riders, basket #2 will hold 1, 2, and 3 rated riders. One name will be drawn from each basket to create each team. Once one basket is empty remaining teams will be paired from the remaining basket with the goal of maximizing each team rating until no more teams meeting the minimum rating of 7 can be created. At that time any remaining draw entrants will be offered the option to pair up as pick teams or withdraw their entry. Riders must be present to enter the draw and must sign up with the Secretary no later than 8:30am. 60 second time limit.
- **#9** Team member of any age. Teams combined rating must not exceed 9. Four (4) entries per person maximum. 60 second time limit. Handicapped

- **#7** Team member of any age. Must be rated a 4 or lower. Teams combined rating must not exceed 7. Handicaps apply. Four (4) entries per person maximum. 60 second time limit.
- **Draw:** Team member of any age. Computer will draw this class. In the event of computer failure, a manual draw will be completed with one Director & the Secretary present to do the hand draw. Three (3) entries per person maximum. 60 second time limit.
- **Western Heritage:** Team member of any age. Four (4) entries per person maximum, with one (1) draw entry required. 60 second time limit. Sorter is limited to a walk/trot, loping will result in a No Time. Gate person may use any speed defensively but may not lope toward or into herd. No shouting or verbal noise intended to influence cattle. Non-verbal noises such as whistling, clucking, slapping are allowed. No artificial whistles.
- **NOVICE:** Team member of any age. Must be rated either 1 or 2. Three (3) entries per person maximum. 60 second time limit.
- **Juniors:** Team member, 16 years of age and under at the start of the year. Comprised of two adults acting as defensive gate persons only, and the Junior rider will do all sorting. Three (3) entries per person maximum. 75 second time limit.
- **Ranchand :** Team member of any age. Number one rated rider. Gate person can be of any age and will use defense maneuvers only on cattle. Two (2) entries per person maximum. 75 second time limit.
- **Example for all Handicap classes**
  - Examples: #5 rides with #3 = +1 second handicap
  - #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

**NOTE:** An individual may enter any eligible classes, but must change one (1) team member each time. Unless three (3) man rules apply, then rider must change two (2) team members.

**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:

***All events will be regulated by HDTPA***