

WELCOME
TO THE
PALO CEDRO RIDERS



Dear Prospective Member,

The Palo Cedro Riders welcome your interest in our club. We have compiled this booklet so that you might learn about our organization. You will also learn what is expected of you as an applicant and later as a member. Please read this booklet carefully and feel free to ask questions. Your sponsor or any PCR member will be glad to assist you.

*Thank you and
Have a Great Horse Day!*



In October of 1964, twelve Charter members met and formed what is now the Palo Cedro Riders. It was their purpose and goal to form a family horse club to promote an interest in horses and horsemanship, to manage and conduct entertainment and recreation, sociability and friendship among its members.

With diligent work from all members, the first PCR on Old 44 Drive in Palo Cedro arena was built in 1965. In 1967 a small clubhouse was added. Later, bleachers, a snack bar, sand in the arena, better fencing, leveling of the parking area, and an outside trail course were added to our grounds. In 1974, we financed the hook-up to the Bella Vista Water District and bought sprinkler pipe for an arena watering system.

Sadly, in the summer of 1995, the property we had worked so hard on for 30 years was sold and we were asked to leave. In October of 1995 we purchased 10 acres on Millville Plains Road and we have begun to rebuild. Again, with diligent work from all of our members, we now have a larger arena, a warm-up arena, parking area, an announcer's stand, bleachers, clubhouse and lights.

General meetings are held on the third Thursday of each month at 7:00 PM at the clubhouse. The Board of Directors meet on the first Wednesday of each month. Closed playdays are held on the first Saturday in June, July and August following the general meeting and on the first Sunday following the General Meeting for all other months. The age groups for our playdays are Assisted and Unassisted Pee Wees (9 & Under), Pony (12 & Under), Youth (9-12), Junior (13-17), Junior Senior (18-39), Senior Senior (40-55) and Golden Seniors (55 & Older). All ages are calculated by the age of the rider as of January 1 of the present year and no rider will be allowed to change age groups after the first playday of the year. In order to qualify for a year end award, all riders must attend at least three playdays during the year and be a member-in-good-standing at the time of the party. Because playday year-end awards are accumulated on a one horse/one rider combination, every rider must declare the horse they will be using for their points at their first playday. You may ride as many horses as you would like at each playday but points will be kept **ONLY** on the horse you have declared. The exceptions to this rule are in case your declared horse dies or you sell said horse. By then declaring your new horse/rider combination, your points would be transferred from your original horse to your new one.

Throughout the year, workdays are held to maintain and improve our grounds. Member families are expected to contribute at these times as well as at the fun times. Three workdays are required from each member family per year. If you cannot work, a fine of \$5 for each day not worked will be assessed at the end of the year, not to exceed \$15 per family. Workdays also include helping at horse shows, gymkhanas, trail rides, tack swaps and the year-end party, with the understanding that each of these events equals one work day. Members are also expected to work two assigned playdays a year, in addition to the three required workdays.

Normally, the club sponsors at least one open horse show a year. We also try to have at least one open gymkhana and a Poker Ride every year. PCR has also sponsored several clinics for horse education and interest to horsemen/women. Several of these were open to the public while others have been for the benefit of our members only.

It is required that all youngsters participating on the grounds be accompanied by at least one parent agent or guardian for the safety of everyone involved.

We have a high point award system based on points accumulated at our monthly playdays. This coincides with the annual Christmas party where these awards are presented. An award for the PCR "Member of the Year" is voted on by secret ballot and presented at this time, also. It is the Junior Board Members job to count these ballots, keep it a secret from all other members and award the gift that they have selected for this member.

While it is suggested that you have a horse or have access to one, almost every family has its non-riders. These non-riders form a very important segment of the membership. There are many posts to be filled at playdays, open horse shows and social events. A non-rider can help create a valuable family membership by doing their part. Here are some suggested ways:

1. At open and closed shows they can help get the arena worked up, take sign-ups and entry fees, time, hand out ribbons, prepare food for the snack bar, work in the snack bar, announce, clean up around the arena, be ring steward, be part of the ring crew or work the gate.

2. At social events they can volunteer to be a chairman, help decorate, inform members, contact entertainment, cook, help select awards and much more if they choose to participate in their individual capacity.

The structure of the Palo Cedro Riders should also be understood. There is a limit of 100 member families. Only one member of each family has voting privileges and only one person of a membership may hold an office at any one time.

We also have Auxiliary Members who are the children of regular members who marry or turn 21, whichever comes first, and wish to continue their membership. An Auxiliary member must fill out an application but need not pay the initiation fee. They start paying their monthly dues immediately. These members are in addition to the 100 family limit. Also, after a member has 20 continuous years of membership they become Life Members. Life members no longer pay dues but have all other rights and privileges of regular members. They are not required to attend meetings or work days but if they wish to vote or run for an office they must fulfill their obligations just as regular members on attendance. Life members also do not count towards the 100 family member limits.

Generally, application for membership is by invitation of an existing member. Applicants do need a sponsor and their signature must appear on the application. Because of the 100 family limit, an applicant may be on the waiting list for a time until there is an opening. Once their application has been read at a General Meeting, applicants are voted in as a member with limited rights until a three month probationary period has passed, at which time members will be given the opportunity to ask questions concerning the applicant's qualifications if they have doubts. There will then be a vote by secret ballot. Full membership shall be gained by the positive vote of 2/3 majority of members present. During their probationary period an applicant should attend as many of the general meetings and all other club activities possible. The initiation fee of \$40, a non-refundable \$5 CSHA affiliate fee and the first month's dues should be paid at the time the application is turned in, a total of \$55. If you change your mind at any time during the three

month probationary membership period, your money will be refunded except for the \$5 CSHA fee.

As a full member, you have the privilege of your own arena key and use of the arena at your leisure. Because of our insurance restrictions, no one may invite non-member guests to ride in the arena.

A member is obligated to participate and attend meetings. Missing three consecutive meetings shall cause your automatic termination of membership. There are no excused absences from the General Meetings except for work or school related conflicts and to continue membership you must attend more than 50% of the General Meetings per calendar year. Also, being three months behind on your dues shall cause a termination of your membership.

If you drop from the club and wish to rejoin at a later date, any past monies owed to PCR must be paid along with your current application fees.

Officers of the club include **President**, who presides at all regular and special meetings of the membership and Board of Directors. He/she should be an impartial mediator, with no vote except in the case of a tie.

The **Vice President** presides in the absence of the President. He/she shall also occupy the unexpired balance of the President's term in case of his/her incapacity for any reason and shall oversee all insurance matters.

The **Secretary** handles correspondence, records minutes and calls roll at each regular meeting.

The **Treasurer** heads the finance committee, is responsible for the safe custody of the funds, makes a monthly report and co-signs with the President on all checks.

The **Arena Director** officiates at all arena activities. He/she heads the rules committee and acts as Sergeant of Arms.

The **Past President** acts in an advisory capacity.

The **Board of Directors** is made up of the officers plus five members-at-large, who are not officers.

PCR Officers and Board Members are elected by the eligible membership at the November General Meeting. These officers and board members are sworn in at the Christmas party and take their office in January. There is no General Meeting in December. Our year-end awards program and Christmas party are held in December instead.

We sincerely hope that in reading this booklet you have gained a greater understanding of our organization. Because we are limited to 100 families, it is extremely important that each family contributes to the club.

The following are our arena rules:

1. No running of horses outside of the arena. Walk at all times.
2. When in the arena warming up, go in the same direction as other riders. Watch where other riders are if you are trotting and they are loping.
3. Horses are not allowed to be tied to the arena fence.
4. Boots are required at all times when riding. No heels down shoes.
5. All dogs must be on a leash.
6. Horses are not allowed in the Snack Bar area.
7. No alcoholic beverages are allowed on the grounds.
8. All riders must sign a release before entering the arena. This form must be on file before you ride. Contact a Board Member if you need to sign one.
9. Keep the area in front of the main gate clear.
10. All stallions must be handled by persons 18 years or older and must be attended at all times.
11. Do not stand on the arena gate or fencing at any time. There is a mounting block located outside the main arena gate.

As you have read, our club has a lot to offer if everyone works together to maintain the balance.



Revised as of January 2013

When filling out your application, be certain to have your sponsor's name and phone number in the appropriate place on the front of your form. Your sponsor must be an existing PCR member in good standing. Also, your entire \$55 is needed at the time you submit your application.

Your application form needs to be turned in before or during the meeting you are attending so that it can be checked to make certain it is complete. If your application is incomplete it will not be active until the following meeting.

Please read all papers before signing and turning in. We thank you for your understanding and hope to share many fun years with you and your horse.

Palo Cedro Riders

APPLICATION PROCESS

1. Turn your application in with \$55.00 (\$45 Initiation Fee and \$10 first month's dues.
2. A vote for your temporary membership will follow at the next month's General Meeting.
3. After proper voting and your temporary membership approved, you will then become a member with limited rights and are able to attend all PCR functions. This is when the 3 month probationary period starts and your First Month waiting begins.
4. Second month waiting on temporary membership.
5. Third month waiting on temporary membership.
6. On the Fourth Month, members will be given the opportunity to ask questions concerning the applicant's qualifications if they hold any doubts. As well, the applicant will be given the opportunity to ask any questions they may have of the club and how it functions.
7. There will then be a vote by secret ballot and full membership shall be gained by the positive vote of 2/3 majority of members present.
8. After a positive vote is attained, you will be given a key to the grounds and will now be able to vote at meetings and have all the same rights as other members.
9. Your First Month's dues of \$10 were paid when you turned in your application and will go towards this month. Every month thereafter you will pay \$10. This can be done monthly, quarterly, yearly or however works best for you.
10. An unsuccessful applicant may reapply at a later date if desired. The initiation fee and First Month's dues of an unsuccessful applicant will be returned promptly.