

**Cowgirl Congress Rodeo Drill Team, Bylaws**  
**January 2013**  
Updated January 2019

**Article I:** This volunteer, not for profit organization, hereby named Cowgirl Congress Rodeo Drill Team (CCRDT), is organized by three permanent board members; Cari Railsback, Lindsey Bunch, and Amanda Myers for the purpose of promoting the sport of Competitive Equestrian Drill Team, participating in rodeo performances, parades, clinics, and various equestrian related events as determined by the Board.

- **Article II.** All CCRDT members shall uphold the following rules and regulations:
- All horses must meet Board approval.
  - Western type horse not gaited.
  - No stallions will be allowed.
  - Size requirements of horses will be a minimum of 14 hands and up for adult drill team. No size requirements for parade team or youth teams. Some allowances will be made at the Boards discretion.
  - No aggressive horses will be allowed. Horses will be given “two-strikes you’re out” rule for kicking and biting other horses or riders after the initial adjustment period to be determined by the Board.
- Drill team assignments will be determined by the Board based on individual riding ability, and suitability and training level of their horse. Youth drill team will consist of rider’s age 18 years old and younger. Youth riders may be considered for Adult Teams upon approval from the Board. Minors will be required to have a responsible adult accompany them to all events and practices and sign their release form to ride unless arrangements have been made.
- Inappropriate behavior, alcoholic beverages, and/or illegal substances will be not be tolerated before or during a performance, practice or while representing the team in any way. Riders are representing the team anytime they are in uniform or team logo wear, and therefore, must be aware of the public image they are presenting.
- Riders must be in uniform and ready 1 hour prior to start time at any performance. It will be each rider's responsibility to keep up with their uniform and replace lost or damaged pieces of their uniform and/or tack. Any item purchased by the team or sponsors will need to be returned if a member should leave the team for any reason. **Members may also be required to purchase some of their own uniforms or tack depending on how much sponsor money is raised.**
  - Horses must be properly groomed for performances (whiskers and fetlocks trimmed, manes and tails combed, etc.), as well as, tack and uniform must be clean. NO PERFORMANCE TACK TO BE USED DURING PRACTICES.
  - All team purchased items must be returned to a Board Member following each

performance or event as requested.

- PRACTICE TO PERFORM: Excuses such as illnesses, family emergencies, vehicle problems, work or school commitments, etc. will be considered as reasonable excuses and dealt with on individual bases. Always notify the team Board if you will not be able to make a practice. If you know you will not be able to attend an upcoming performance or practice, please notify the Board as soon as you know this. This gives the team ample time to make adjustments. This is important because when someone doesn't show up, the lineup will change. Changes can cause confusion and confusion causes unsafe conditions. Failure to notify can result in Suspension.
  - Riders must be in uniform t-shirt, jeans, and boots for practice.
- THREE STRIKES AND YOU ARE OUT: Members who do not follow the rules and regulations of the team which causes **confusion, conflict** or **unsafe** conditions will be given three chances: 1st offense receives a verbal discussion and warning by the Board. 2nd offense will receive a suspension by The Board of 30 days depending on the offense. 3rd offense will result in dismissal from the team. Any dismissal will be voted on by the Board members at a designated meeting. The team member in question will be allowed to speak on his or her behalf at this meeting.
  - Any team member that has a conflict with another team member must try to work it out amongst him or herself first. If unable to resolve the issue, The Board should be called in to help. If still unable to resolve the issue the team member must submit a complaint in writing to the Board of Directors which will then try to bring the members with the conflict together to find some sort of resolution. A rider's family or friends causing conflict, confusion or unsafe conditions can result in the rider being suspended or dismissed from the organization.
- All riders MUST carry an up-to-date negative Coggins paper with them to all performances and practices. All riders must have an up-to-date negative Coggins in order to start practicing. **Provide copy to team secretary.**
- All riders are responsible for their own transportation to all events and practices scheduled by the organization unless prior arrangements have been made.
- Membership will be \$100 a year for an individual, non-refundable, and to be paid within four months of joining and then each January thereafter. These dues will go into the teams general funds to be used for team expenses, tack, uniforms, etc. as needed. Membership is due and payable at the time of joining (after initial 6 practice evaluation period) and January 1st every year thereafter. If unable to pay, consult with The Board for fundraising opportunities.
  - Riders will be responsible for purchasing and maintaining their own black jeans, dark blue jeans, and black cowboy boots.

- All Members are required to bring in sponsorship monies in the amount of \$100 per year. All non-monetary items (product or tack) must be preapproved by the CCRDT board. Each member is provided a Sponsorship Packet to offer to potential sponsors.
- UNIFORM/TACK/TEAM PROPERTY POLICY - any CCRDT property lost, stolen, broken, burned, or otherwise damaged will be that riders responsibility to have repaired, replaced with an identical item, or purchased at full retail within 30 days.
  - All riders under 1-year tenure starting in 2019 must pay a \$100 refundable Uniform Deposit. Funds will be refunded upon the end of a 1-Year probation period or upon leaving the team once all items are returned in satisfactory condition within the agreed upon 30 day period.

**Article III:** All riders ride at their own risk. This organization will not be held liable for any injuries or losses that occur while practicing or performing. Each rider **must** sign a release form absolving the organization and its management of any and all liability.

**Article IV:** The Management is absolved of all liabilities incurred by organization and is not responsible for any indebtedness that the organization may incur. The organization shall be self-supporting and independent of the Management. The organization shall be a volunteer organization. All moneys collected shall be used to fund the operation of said organization and any overages shall be used to benefit the community in a charitable form, if so voted on, and chosen to do so by the board.

- Any monies remaining in the team fund, contributed by Board or Team members, will be reimbursed to such members if the team is dissolved and is not longer operating in any capacity. Contributors will be issued a receipt by the Treasurer at time of contribution.

**Article V:** Performance issues (uniforms, music, status, lineup etc.) will be handled by The Board.

The Board and approved by the board every two years at a designated meeting. Any one not performing their duties will be subject to dismissal from their position by a majority vote of the board. A written complaint will have to be filed against said person to the board of directors, which then will be required to call a meeting of the board to discuss and then vote on this issue. The person in question will be allowed to speak at this meeting on his or her behalf.

**Article VI:** Rider (or guardian) grants to CCRDT its representatives and employees the right to take photographs and videos of them and their property in connection with the above-identified subject. Rider authorizes CCRDT, its assigns and transferees to copyright, use and publish the same in print and/or electronically. Rider agrees that CCRDT may use such photographs and videos of them with or without names and for any lawful purpose, including for example such purposes as publicity, illustration, advertising, and Web content.

**Duties of Management shall be as follows:**

**Board Members:** Shall preside over and schedule all meetings. Shall manage the daily operations of the organization. Shall appoint the Coaches, Team Leads, Treasurer, and Secretary.

**Captain:** Shall preside over and direct practice and performance. Teach the drill, coordinate team lineup for practice, and performances with Team Leads.

**Youth Team Coach(s):** Appointed by the Board. Be responsible for teaching drill, lineup and overall team business. Consult with Captain and Team Leads.

**Treasurer:** Shall be in charge of collecting dues (when applicable) and keeping an accurate record. To be in charge of all finances of the organization, and for keeping and giving an accurate account and report at all meetings.

**Secretary:** Both shall be in charge of keeping and giving an accurate account of all meetings and discussions. Responsible for programs, phone list, thank you letters, newsletters, notices, etc. as the need arises.

**Team Leads:** To check the uniforms and tack of all riders prior to performances. Responsible for getting riders in line ready and inspected 30 minutes prior to performance and report any issues to Captain or equipment manager.

**Sponsorships:** All riders are responsible for raising sponsor funds to purchase needed items for the team. All items purchased from sponsor funds are the property of the CCRDT.

**Board of Directors:** Responsible for disciplinary actions. This board will have the authority to vote on and carry out the final phase of discipline. This board must consist of no more than 7 members and no two members of the same family may reside on the board. If a board member leaves the organization, a new member will be appointed to serve the remainder of the term.

**Drill team coordinators:** Shall be nonriding members who are responsible with helping with parking coordination, flags, riders with tack, watering arena, and so on.

**Article VII.** New members and contracted riders:

- All new members will subject to a 90-day or 6 practice probationary period in which they will be evaluated by The Board.
- Any rider who violates the Bylaws will no longer be in good standing with the team.

**Article V111.** Alternates will consist of riders:

1. Who cannot commit 100% to practices and rodeos. For example: poor attendance or an extended period of absence.
2. Who just wishes to fill-in when someone is unable to perform.
3. Who joins the team when the team is filled to the maximum until a position comes open.

Alternates will be required to attend all practices and be able to ride the drill in numerous positions.

**Issued January 27, 2012**

**Cari Lyn Railsback, Board Member/Treasurer/Team Lead**

**Amanda Myers, Board Member/ Captain**

**Lindsey Bunch, Board Member/Secretary/Team Lead**

**Rider Agreement 2019**

You as a member of **Cowgirl Congress Rodeo Drill Team (CCRDT)** agree to abide by the bylaws and addendums, sign all waivers, provide current proof of negative Coggins, and work as a team player. If you quit or are dismissed by CCRDT you will return all team property in good condition within 1 week of notification.

Rider Signature: \_\_\_\_\_

Date: \_\_\_\_\_

If under 18, parent or guardian must sign also.

I give permission for my minor child to ride, practice, and perform without me being present and will not hold CCRDT Board, Members, or guests in attendance, responsible for the actions or care of my minor child.

Yes

No

Parent or Guardian: \_\_\_\_\_

Date: \_\_\_\_\_

\*a copy of these bi-laws can be found on the CCRDT Facebook private page