

SURFACE CREEK SADDLE CLUB

Arena & Membership Rules

The following policies have been developed governing the operations of the Surface Creek Saddle Club effective April 1, 2019. The Board of Directors act as management of the SCSC grounds and reserve the right to re-evaluate and update all operational concerns, policy, scheduling, rules, regulations, improvements, and general upkeep of the facility on an as-needed basis.

The Board of Directors reserves the right to deny use of the SCSC grounds to any individuals, groups, or organizations. Use based on the following conditions will be denied:

1. Damage to grounds, buildings, or other facilities based on previous use or perceived use.
2. Activities that in the judgment of the Board of Directors are not conducive to the appropriate and reasonable use of the arena facilities, or are in violation of the by-laws of the Surface Creek Saddle Club.
3. Use that would constitute violation of any local law or regulation, and law or regulation of the State of Colorado, another state or of the United States.

The decision of the Board of Directors must be accepted as final in any disagreement between Lessees; or in the decision to remove from the grounds any member, user, exhibitor, or representative performing any act or practice which in the opinion of management is hazardous to the public or the facilities.

General Rules

- Members are allowed to use the arena for practice at any time the arena is not scheduled for a paid event.
- Members shall accompany all guests in the arena and assume full responsibility for their actions.
- Anyone under the age of 18 must be accompanied by a parent, guardian or responsible adult (above the age of 21) while on arena grounds.
- Members shall NEVER give out the gate code to non-members.
- All animals must be penned, stalled, or otherwise confined or under the direct control of the owner or handler at all times.
- Members that would like to conduct private lessons or practice sessions may sign up for a Professional Membership for \$100 per year. The Professional Member shall require all participants to complete a waiver and is responsible for enforcing all arena rules herein. If a participant is already a member of SCSC, they will not be required to complete the waiver. There is no additional fee to use the arena for these purposes, however the facility is subject to availability and will remain open to other members.
- Members that would like to reserve the arena to host private clinics or other equine events are required to complete a lease agreement and provide a certificate of liability insurance. The fee to reserve the arena for exclusive use is \$150 per day (no charge for ground prep the day prior.) Members who book and pay for five days of events will receive a sixth day free of charge.
- Surface Creek Saddle Club, Inc. is not responsible, under any circumstances, for loss or damage to the property of members while on arena premises.
- Members shall pick up after themselves and their horses before leaving the grounds.
- Members shall lock the gate upon leaving.

SCSC Annual Gymkhana Series

The purpose for gymkhanas is to provide a safe and *fun* learning environment for riders of all ages to hone their horsemanship skills. And win prizes! While competition can be intense, parents and riders need to keep in mind that winning isn't everything and that the most important thing is to learn and have fun. The following Code of Conduct will be enforced at all events. Violation of the Code of Conduct could result in disqualification in an event, ejection from the arena or revocation of membership. All board members present at each gymkhana will have the final say regarding disqualification or ejection from an event. Revocation of membership will be voted on by the Board of Directors.

Code of Conduct

- The Board of Directors may disqualify *any* participant for unsportsmanlike conduct, horse abuse, lack of control of their horse or unsafe behavior.
- Parents and Riders shall be respectful and considerate of all participants and volunteers. Vulgar, condescending or abusive language or aggressive behavior will not be tolerated.
- Riders shall NEVER spur or strike a horse forward of the cinch with their hand, reins, whip, flag, etc. Doing so will result in immediate disqualification.
- Parents and/or Riders shall follow the direction of the gate operator and follow safety guidelines, i.e. give the current rider plenty of room to enter the gate area, the gate will always be opened AWAY from the rider, keep your horse under control or move away from other riders, disqualify yourself if your horse is out of control.
- Riders shall keep their horse(s) under control at all times, i.e. tied to the trailer, penned in one of the corrals or under direct control.
- Riders are required to walk their horses outside the arena. Racing in the warm-up area or parking lot is prohibited. Failure to comply after three warnings will result in removal for the remainder of the season.
- No horses are allowed around the bleachers or concession stand.
- Parents and/or Riders shall be aware of their place in the lineup and be ready to go when their name is called.
- Only authorized personnel are allowed in the Announcer's Booth.
- Any grievance must be submitted in writing before the end of the gymkhana and may not be discussed at the Announcer's Booth or with any other official during the event.

General Rules

To help keep our Gymkhana Series running smoothly, each membership must work one gymkhana event per season to qualify for year-end prizes. When you sign up, you'll get to choose which event and job you'd like to help with. If you can't work it yourself, you may send a non-participating family member or friend—just let a Board Member know ahead of time and share their name and phone number.

After fulfilling the required volunteer commitment, members who choose to volunteer additional time may earn vouchers redeemable for a free gymkhana event or a meal from the concession stand. Eligible activities include assisting at extra gymkhana events, participating in Make Ready Day, performing maintenance or repairs throughout the season, and supporting ground preparation efforts.

Examples:

- *Mary contributes her time during the spring Make Ready Day and earns a voucher redeemable for one free gymkhana event or a concession meal. She may use it herself or transfer it to her child or a friend.*
- *Joe does not participate in gymkhanas, but his son does. By arriving early each Wednesday to help clean and prepare the arena, Joe and his son earn a weekly voucher that his son may redeem for a free event or a meal.*

There shall be five age divisions consisting of 6 & Under Lead line and Solo, 7-9, 10-12, 13-15, 16-18, and Adult. Age divisions shall be based on the rider's age as of January 1st of that year. The 6 & under class may compete with the assistance of an adult utilizing a lead line. However, the contestant must be able to hold themselves in the saddle. Adults will not be permitted to hold the contestant in the saddle or ride double. All other age divisions are required to ride on their own. Adult assistance may be provided under special circumstances if permitted by the Board of Directors.

The arena will be raked or dragged following each age division and after every 10th rider, or at the discretion of the Board of Directors.

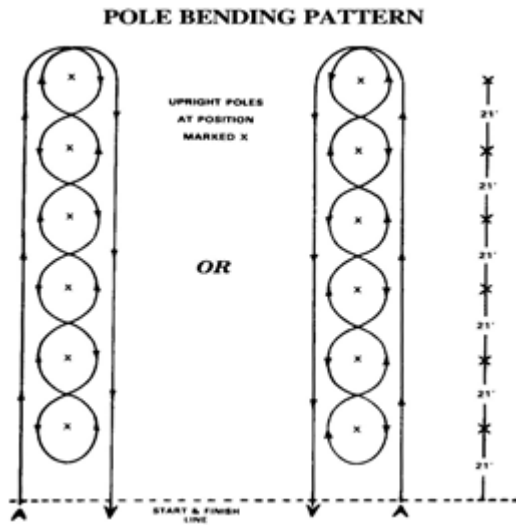
Gymkhana Events

Barrels

The objective of the barrel race is for the contestant to race his/her horse through a clover-leaf pattern and do so in the quickest time possible.

1. Equipment shall consist of 55-gallon barrels, closed on each end. Metal or plastic barrels are permissible, provided that they have no open ends.
2. The pattern shall be a cloverleaf pattern with barrels positioned in a triangular fashion in the arena.
3. The contestant will enter the arena, race across the start/finish line, and to either the left or right barrel. If the right barrel is used as the first barrel, he/she will make a right hand turn around that first barrel and then proceed to the second barrel. He/she will make a left hand turn around the second barrel and then race to the third barrel. He/she will make a left hand turn around the third barrel and then race back across the start/finish line. The opposite will occur if the contestant chooses to go to the left barrel first.
4. Knocking over a barrel will result in a 5-second penalty being assessed.
5. If a barrel is knocked down, and then stands back up, it is still considered knocked down and the 5-second penalty will be assessed.
6. The contestant may reach down and touch a barrel in order to keep them from falling over if he/she chooses to and is able to do so.
7. If a barrel falls after the contestant crosses the finish line, it will be considered a qualified run and no penalty will be assessed.
8. If the contestant crosses the start/finish line before the pattern is completed, they will receive a no time.
9. The arena will be raked or dragged following each age division and after every 10th rider, or at the discretion of the Board of Directors.
10. All penalties, no times and broken patterns will be documented.

Pole Bending Patter Diagram

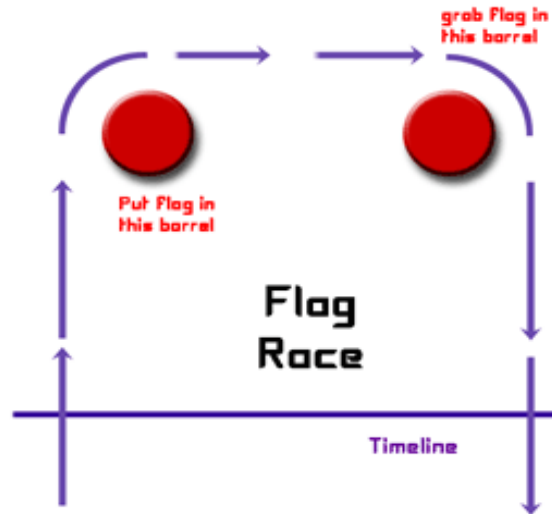


Flag Racing

The objective is to race through the course mounted horseback, deposit a flag in the first bucket, and retrieve a flag from the second bucket and cross the finish line.

1. Equipment shall consist of two 5-gallon buckets set on 55-gallon barrels. Whole oats will be used to fill the buckets until the oats are 4 inches from the top of both buckets. Flags will be at least 16 inches long. On the retrieving bucket, the top of the flag must protrude above the rim of the bucket a minimum of 5 inches.
2. The contestant must run a continuous forward motion “horseshoe” pattern.
3. The contestant may run the course in either direction, from left to right or right to left. In either case, the bucket on the first barrel he/she come to shall not have a flag in it. The bucket on the second barrel he/she comes to shall have a flag set in the center of the bucket of oats.
4. The contestant will be given a flag just prior to entering the arena. He/she shall then race across the start/finish line toward the first barrel. As they turn around the first barrel, they will place the flag into the oats in the first bucket. They will then race to the second barrel and take the flag out of the oats in the second barrel and race back across the start/finish line.
5. Contestants will **NOT** be penalized for circling the barrel but must continue in forward motion.
6. All age divisions have 60 seconds to complete the pattern. When time is up, you must leave the arena. Not completing the pattern within 60 seconds results in a No Time.
7. A contestant will be disqualified for knocking over a barrel or bucket, failing to keep the flag in the first bucket, dropping the flag to the ground, missing the flag in the second bucket, or crossing the finish line without the flag from the second barrel. A contestant will also be disqualified for using the flag as a whip on the horse, or for dismounting to retrieve the flag from the ground after crossing the starting line.

Flag Race Patter Diagram



Fun Race

The objective is to complete the challenge in the shortest amount of time. The fun race will be determined by the committee on a weekly basis, and the rules will be disclosed at that gymkhana.

These events are meant to be fun and encourage our community to participate. Good sportsmanship is required. Additionally, absolutely no animal abuse shall be tolerated at any event.

SURFACE CREEK SADDLE CLUB

Mission Statement

This organization shall maintain a facility that will allow a safe environment for equine activities. In doing so, we shall provide a place for youth and people of all ages to be able to explore, understand, and participate in outdoor activities that were the foundation of which the West was built. This organization must understand that teaching this way of life to the youth most certainly instills hard work, honesty, compassion, patience, responsibility, moral values, and ethics.

By-Laws of Surface Creek Saddle Club, Inc.

as amended March 17, 2022.

ARTICLE I

OFFICES

Section 1. The principal office of the Corporation in the State of Colorado shall be located in the Town of Cedaredge, County of Delta. The Corporation may have such other offices, within or without the State of Colorado, as the Board of Directors may determine or as the affairs of the Corporation may require from time to time.

ARTICLE II

MEMBERS

Section 1. **CLASSES OF MEMBERS:** The Corporation shall have members who are interested in engaging in or furthering the purposes for which the Corporation is organized as set forth in the Certificate of Corporation. Members will have paid current annual dues and be members in good standing with the Surface Creek Saddle Club, Inc. (SCSC). Classes of members shall be defined as follows:

- (a) **INDIVIDUAL & FAMILY MEMBERS:** Individuals 18 years of age or older, and Families that consist only of immediate family residing at the same address. Individuals under the age of 18 may sign up for an Individual Membership but must have a parent or legal guardian sign the Waiver of Liability on behalf of the minor and be accompanied by an adult while using the arena.
- (b) **GROUP MEMBERS:** Individuals that belong to an SCSC recognized organization. Group Members shall have an established leader of the organization that must be 18 years of age or older. The Group Leader is responsible for collecting membership forms and fees from each member of the group. Individual Group Members are allowed access to the arena outside of group activities as long as they are 18 years of age or older or accompanied by an adult.
- (c) **PROFESSIONAL MEMBERS:** Individuals 18 years of age or older that conduct equine related clinics or provide individual lessons. Professional Members are required to provide Waiver of Liability forms for all participants in SCSC approved

clinics or lessons. Participants are not considered members of SCSC and are not allowed access to the arena without the Professional Member in attendance.

Section 2. **ADMISSION TO MEMBERSHIP:** Subject to qualifications in the above described, members shall be admitted upon application to the Secretary and upon payment of annual dues as determined at the annual meeting.

Section 3. **VOTING:** Members 18 years of age or older as above defined shall be entitled to vote, and each member in good standing shall be entitled to one vote on each matter submitted to a vote of the members. Family membership will be entitled to a maximum of two votes, provided both family members are 18 years of age and older.

Section 4. **TERMINATION OF MEMBERSHIP:** The Board of Directors may suspend or expel a member for cause, by an affirmative vote of 2/3 of the Board, and deem them ineligible for membership.

Section 5. **RESIGNATION:** Any member may resign by filing a written resignation with the Secretary, but such resignation shall not relieve the member so resigning of the obligation to pay any dues, or other charges theretofore accrued and unpaid.

ARTICLE III

MEETINGS OF MEMBERS

Section 1. **ANNUAL MEETING:** An annual meeting of the members shall be called by an Officer of the Board of Directors or any two (2) Directors-at-Large, to be held in the first quarter of the year, for the purpose of electing directors and for the transaction of such other business as may come before the meeting. If the election of directors shall not be held on the day designated herein for any annual meeting, or at any adjournment thereof, the Board of Directors shall cause the election to be held at a special meeting of the members as soon thereafter as possible. The date, time and location for the annual meeting will be posted on the SCSC website, social media and an email sent to all members from the previous year at least two weeks prior to the meeting.

Section 2. **SPECIAL MEETINGS:** Special meetings of the members may be called by an Officer of the Board of Directors or any two (2) Directors-at-Large.

Section 3. **QUORUM:** A quorum shall be defined as the voting members present at any given meeting.

Section 4. **PROXIES:** At any meeting of members, a member entitled to vote may vote by proxy executed in writing by the member or by his duly authorized attorney-in-fact. No proxy shall be valid after (11) months from the date of its execution, unless otherwise provided in the proxy.

Section 5. **VOTING BY MAIL/EMAIL:** Where directors or officers are to be elected by members or any class or classes of members, such election may be conducted by mail or email in such manner as the Board of Directors shall determine.

ARTICLE IV

BOARD OF DIRECTORS

Section 1. **GENERAL POWERS:** The affairs of the Corporation shall be managed by its Board of Directors. Directors shall be residents of Colorado and members in good standing with SCSC. Directors must be 18 years or older and a maximum of two members of the same family may serve on the Board.

Section 2. NUMBER AND QUALIFICATIONS: The Board shall consist of a minimum of 7 members, as recognized by the Corporation. Board members are to be elected annually at the first meeting of the year.

Section 3. REGULAR MEETINGS: A regular Annual Meeting of the Board of Directors shall be held without other notice than this by-law, immediately following the Annual Meeting of the Members in order to elect Officers. A regular Annual Budget Meeting shall be held within 30-45 days following the Annual Meeting of the Members. A regular annual Project Planning Meeting shall be held within 30-45 days following the Budget Meeting.

Section 4. SPECIAL MEETINGS: Special meetings of the Board of Directors may be called by or at the request of an Officer or any two (2) Directors-at-Large. The person or persons authorized to call special meetings of the Board may fix any place as the place for holding any special meetings of the Board called by them. A five (5) day notice shall be given for such meeting.

Section 5. QUORUM: A majority of the Board of Directors shall constitute a quorum for the transaction of business at any meeting of the Board; but if less than a majority of the Directors are present at said meeting, a majority of the Directors present may adjourn the meeting without further notice. In the event a quorum is not present, a proxy shall be allowed.

Section 6. MANNER OF ACTING: The act of a majority of the Directors present at a meeting at which a quorum is present shall be the act of the Board of Directors.

Section 7. REMOVAL: Any Director, including Officers, may be removed by a majority vote of the Board of Directors whenever in its judgment the best interests of the Corporation would be served thereby, but such removal shall be without prejudice to the contract rights, if any, of the director so removed. The President shall communicate via phone and email to the director being removed to clarify the Board's reasoning for removal from the Board.

Section 8. VACANCIES: Any vacancy occurring of the Board of Directors and any directorship to be filled by reason of an increase in the number of Directors, shall be filled at the next regular or special member meeting. Until such time, the executive committee of the Board shall act until the Board is whole. A Director elected to fill a vacancy shall be elected for the unexpired term of his predecessor in office.

ARTICLE V

OFFICERS

Section 1. EXECUTIVE COMMITTEE: The Executive Committee shall consist of one President; one Vice President, and a Secretary/Treasurer, and such other officers as it shall deem desirable.

Section 2. ELECTION AND TERM OF OFFICE: The Officers of the Corporation shall be elected annually by the Board of Directors at the first meeting of the Board of Directors. If the election of officers shall not be held at such meeting, such election shall be held as soon thereafter as conveniently may be. New offices may be created and filled in at any meeting of the Board of Directors. Each officer shall hold office until his successor shall have been duly elected and shall have qualified.

Section 3. VACANCIES: A vacancy in any office because of death, resignation, removal, disqualification, or otherwise, may be filled by the Board of Directors for the unexpired portion of the term.

Section 4. PRESIDENT: The President shall be the principal executive officer of the Corporation and shall in general supervise and control all the business and affairs of the Corporation. He/She shall preside at all meetings of the members and of the Board of Directors. He/She may sign, with the Secretary or any other proper officer of the Corporation authorized by the Board of Directors, any deeds, mortgages, bonds, contracts, or other instruments which the Board of Directors have authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Board of Directors or by these by-laws or by statute to some other officer or agent to the Corporation; and in general He/She shall perform all duties incident to the office of President and such other duties as may be prescribed by the Board of Directors from time to time.

Section 5. VICE PRESIDENT: In the absence of the President or in event of his/her inability or refusal to act, the Vice President shall perform the duties of the President, and when so acting, shall have all the powers of and be subject to all the restrictions upon the President. The Vice President shall perform such other duties as from time to time may be assigned by the President or by the Board of Directors.

Section 6. SECRETARY/TREASURER: The Secretary duties shall include the keeping of the minutes of each meeting, carry on all official correspondence of the Corporation, and keep a correct enrollment of the members of the Club. Solicit and manage the grant process. All books and records of the Corporation may be inspected by any member, or his/her agent or attorney for any proper purpose at any reasonable time. Treasurer duties require that he/she shall receive and keep safely all funds of the organization, keeping a record of all receipts and expenditures. An annual report is to be made at the annual meeting each year in addition to making a report of receipts and disbursements at each regular meeting.

Section 7. DIRECTORS-AT-LARGE: The remaining Directors shall be responsible for overseeing the effective operations of SCSC to include one or more of the following tasks:

- (a) Solicitation of Corporate Sponsors and purchasing of prizes
- (b) Management of events to include Gymkhanas and arena rentals
- (c) Arena Maintenance and Projects
- (d) Ground Preparation for events
- (d) Coordination of Volunteers for all events
- (e) Manage the SCSC website and online registration platform

ARTICLE VI

CONTRACTS, CHECKS, DEPOSITS, AND FUNDS

Section 1. CHECKS, DRAFTS, ETC: All checks, drafts, or orders for the payment of money, notes, or other evidences of indebtedness issued in the name of the Corporation, shall be signed by such officer agent or agents of the Corporation and in such manner as shall from time to time be determined by resolution of the Board of Directors. In the absence of such determination by the Board of Directors, such instruments shall be signed by the Treasurer and countersigned by the President or Vice President of the Corporation.

Section 2. DEPOSITS: All funds of the Corporation shall be deposited to the credit of the Corporation in such banks, trust companies, or other depositories as the Board of Directors may select.

Section 3. GIFTS: The Board of Directors may but is not required to accept on behalf of the Corporation any contribution, gift, bequest, or devise for the general purposes or for any special purpose of the Corporation.

ARTICLE VII

FISCAL YEAR

The fiscal year of the Corporation shall begin on the first day of January and end on the last day of December each year.

ARTICLE VIII

DUES

Section 1. ANNUAL DUES: The Board of Directors may determine from time to time the amount of annual due payable to the Corporation paid by the members.

Section 2. PAYMENT OF DUES: Dues shall be payable prior to admission to the facility during each fiscal year. Failure to pay the dues will result in termination of admission.

ARTICLE VIII

SEAL

The Board of Directors shall provide a Corporate Seal, which shall be in the form of a circle and shall have inscribed thereon the name of the Corporation and the words “Corporate Seal – Colorado.”

ARTICLE X

WAIVER OF NOTICE

Whenever any notice is required to be given under the provisions of the Non-Profit Corporation Act of Colorado or under the provisions of the articles of the incorporation or the by-laws of the Corporation, a waiver thereof in writing signed by the person or persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice.

ARTICLE XI

AMENDMENTS TO BY-LAWS AND CERTIFICATE OF INCORPORATION

These by-laws and the Certificate of Incorporation may be altered, amended or repealed and new by-laws may be adopted by a majority of the regular members having voting rights at any regular meeting of the members or at any special meeting of the members, if at least ten (10) days written notice (through whatever means available) is given of intention to alter or amend these by-laws or the Certificate of Incorporation, or to repeal and adopt by-laws at such meeting.

ARTICLE XII

RESTRICTION ON SALE OR MORTGAGE OF CORPORATION PROPERTY

Sale or mortgage of real estate owned by the Corporation must be approved by a 75% vote of both the Board and the membership in that order. A quorum is not acceptable in this article.

ARTICLE XIII

RESTRICTION ON USE OF PROPERTY BY OTHER CORPORATIONS, ASSOCIATIONS, PERSON OR ORGANIZATION

In the event any other corporation, association, person, or organization desires to lease, rent, or use the real property of this Corporation, the matter shall be brought before the Board, via a regular or special Board Meeting, before any such lease, rental or use agreement shall be approved.

ARTICLE XIV

NONDISCRIMINATION CLAUSE

This organization’s members or officers shall not discriminate unlawfully against any prospective member because of race, creed, color, sex, marital status, physical or mental handicap, religion, or ancestry of such person.

ARTICLE XV

CHARITABLE DISSOLUTION

In the event of dissolution of this Corporation, all assets, both real and monetary, shall be disposed to a charitable or tax exempt, nonprofit organization. Such organizations shall be defined by the voting members as described in Article III, or these by-laws.

ARTICLE XVI

CHARITABLE ORGANIZATION

This Corporation shall, through charity by all its assets and members, provide a facility. This will be used for educational and recreational equine, livestock, and other related activities. It is available to the public as defined by Article XIV of these by-laws.

ARTICLE XVII

BUILDING FUND ACCOUNTS

A bank savings account or CD to contain all monies received from grants and donations for capital projects or expenditures in order to maintain and/or enhance the SCSC facility shall be established in the name of the Surface Creek Saddle Club, Inc. These accounts will be governed by all the rules and restrictions of the Incorporation's 501-C-3 designation. Disbursements from these accounts will be made by documented invoices. These invoices will be approved by the Board of Directors. Approval of payment will be made by a majority decision of this board.

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An account to contain all monies received from grants and donations for replacing buildings at the Cedaredge arena, owned by the Surface Creek Saddle Club, Inc., will be deposited in a separate bank account or CDs, designated for that purpose. The bank account or CD number would be documented in the Corporation minutes as part of the Building Account. This account is specifically owned by the Surface Creek Saddle Club, Inc. These accounts will be governed by all the rules and restrictions of the Incorporation's 501-C-3 designation.

Disbursements from these accounts will be made by documented invoices. These invoices will be approved by the Board of Directors. Approval of payment will be made by a majority decision of this board.