

CADDO CREEK PONY CLUB POLICIES

The name of this Club, a member of The United States Pony Clubs, Inc., and of the Red River Region, shall be Caddo Creek Pony Club. In addition to these policies, this club is subject to the National, Regional and Club Bylaws, National and Regional Policies, and other rules and regulations established by USPC.

The colors of the club are Royal Blue and Black.

PURPOSE

These policies are established to provide guidance for the administration of the activities of the Caddo Creek Pony Club. The policies shall in no way lessen the authority granted the District Commissioner under the By-laws of the United States Pony Clubs, Inc., the By-laws of Regions and By-laws of Registered Clubs of the United States Pony Clubs, Inc.

OFFICERS

In accordance with the Bylaws of Clubs of the United States Pony Clubs Inc., Caddo Creek Pony Club will have Administrative Officers (DC and Jt-DCs), Club Officers (Treasurer and Secretary) and any additional Club Officers established by the Club Sponsors.

APPOINTEES

The DC may appoint the following (Club Advisors) for a 1 year term: (Example Junior Board Advisor).

TERM LIMIT

There is no limit on number of consecutive terms for any officer.

BOARD

All Administrative and Club Officers are considered members of the Board. At Board meetings each Board Member shall have a vote.

The Board is responsible for aiding the DC in the creation of the budget, drafting policy amendments and making programming suggestions for presentation to Club Sponsors.

Meetings of the Board are distinct from Sponsors meetings.

COMMITTEES

A Nominating Committee will be formed as per By-law 4.1(e).

SPONSORS

Sponsors are eligible individuals who meet all requirements, including having been accepted by the DC. Sponsors are the voting body of the Club.

Those persons wishing to support the Club, but who do not have an interest in the administration of the Club will be called "Friends of Caddo Creek Pony Club." They will receive newsletters, invitations and updates for club functions, but will not be eligible to vote. A minimum donation amount to be considered a "Friend of the Club" will be determined yearly at the annual meeting of Sponsors.

CLUB MEMBERSHIP FEES

The amount of Club dues for Participating Members will be determined annually through the budget process which is presented and voted on by the Sponsors at their annual meeting.

Membership fees are also paid, per member, to the Region, and to USPC, at rates set by those entities.

MEETINGS

Board meetings are usually held once a month, and as needed, at a time determined by the DC.

Meetings of Participating Members, mounted and un-mounted, are held according to the calendar approved annually by the Club Sponsors.

Sponsor meetings will be scheduled and held in accordance with USPC Bylaws for Registered Clubs. The annual meeting of Sponsors will be held at least 2 weeks prior to the annual meeting of the Regional Council.

RALLY PARTICIPATION

The Club may pay a portion of the entry fee for rallies or championships for competitors who comply with the Member in Good Standing Policy, at the discretion of the DC, in consultation with the Board, and if funds are available.

All new members will be required to pay a one time club equipment fee of \$50 prior to first rally participation.

CERTIFICATIONS

Candidates for national testing's normally pay their own fees, but financial assistance may be offered at the discretion of the DC, in consultation with the Board, if funds are available.

Fees for local testing's (C2 and below) may be paid by the club, at the discretion of the DC, in consultation with the Board, if funds are available.

INSTRUCTION PROGRAM

The Club will develop a mounted and un-mounted instruction program using the USPC curriculum.

FINANCIAL

Funds are disbursed by the Treasurer for expenses previously approved in the Cub budget. Additional expenses may be disbursed after consultation with the DC up to \$100. This will be reported to the Cub at the next Sponsor meeting. Any expenditure over \$100 that was not previously approved in the budget, must be voted upon by the Club Sponsors.

Club Revenues/Income shall be, but is not limited to, Club membership fees, camp, clinic and riding fees, donations, fundraising and Sponsor Fees.

Club expenses shall be, but are not limited to, fees for instructors/clinicians, facilities, rallies, certifications, awards, fundraiser expense and club administrative costs.

Club assets categories will include, but are not limited to, Club Equipment, Club Bank Accounts, and Club Library

REFUNDS AND REIMBURSEMENTS

No refunds of dues or fees paid are given unless extenuating circumstances exist or the DC has been asked for prior approval and sufficient funds exist.

Reimbursement requests must be accompanied by a receipt and submitted to the Treasurer within 90 days and are subject to the DC's approval for anything which is not a normal operating expense.

AMENDMENTS

These policies may be amended at any time by a majority vote of a quorum of the current Club Sponsors of record. Amendments shall become effective after they have been adopted by the Club Sponsors of Record and approved by the RS, subject to review by the Vice President of Regional Administration.

Approved: _____

RS Approval: _____

Amended: _____