

RICHLAND RIDERS' CLUB

GENERAL GROUND RULES

(Revised by the Board on June 1, 2016)

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1.0 STATEMENT OF PURPOSE

The purpose of the Richland Riders Club, Inc. (RRC) is to provide a safe, clean, and well-maintained facility for horses, members, and guests. The RRC encourages cooperation, quality horsemanship, and care of horses, as well as the pure enjoyment of riding.

The purpose of the Ground Rules is to expand upon and clarify the Richland Riders' Club By-Laws.

2.0 CODE OF CONDUCT

Members in good standing may use the RRC grounds for horse-oriented activities at any time. While on the RRC premises, members and guests are expected to conduct themselves in an orderly and safe manner.

Actions such as stealing, flagrant misuse or destruction of RRC or Members' property, physical or verbal abuse of members or animals, excessive speed with a motor vehicle (over 10 miles per hour), or any actions that unnecessarily endanger horses or people will not be tolerated.

Infractions of the RRC Ground Rules or By-Laws should be reported to the Board of Trustees in writing within (14) days of the infraction.

Disciplinary action will be determined on a case-by-case basis and kept on file for future boards.

3.0 GENERAL SAFETY RULES

3.1 Mandatory Safety Rules Required by Insurance:

While mounted, minors (under 18 years of age) must wear ASTM (American Society of Testing Materials) or equivalent approved helmets. The harness must be secured. This rule is to be enforced by parents or the RRC member who invited the minor.

- While jumping, any rider must wear an ASTM or equivalent helmet with harness fastened.
- Boots or shoes with at least a one-half (1/2) inch heel must be worn by all riders using stirrups.
- Smoking is prohibited in the barn area. Anyone who wishes to smoke must do so only on the track.

3.2 Strongly Recommended Safety Rules:

- For protection, an adult mounted rider should wear an ASTM or equivalent helmet with harness fastened.
- Not more than one (1) horse at a time should be exercised in a round pen.
- When trail riding, a person should tell someone at the RRC where he/she is going. Carrying a cell phone is a sensible idea.
- All gates on the property shall be left closed at all times except when entering and exiting.
- When hacking outside the property, members are encouraged to use the baton system provided at the Hall Rd gate to let other members know that they are riding.

3.3 Children under the age of 18

- Children under the age of 18 must be supervised by a member 18 years or older whenever they are riding or working with a horse.
- Children must be at least 16 years of age to do horse chores such as scooping, feeding, cleaning stalls, etc. without an adult present.

3.4 Cruelty and Abuse Rules

- Acts of cruelty and/or abuse are forbidden by the Richland Riders Club, such as the following:
 - Use of a whip in a way that causes a raised welt or an open wound.
 - Usage of spurs which results in broken skin.
 - Unsupervised Tying and/or hobbling any horse to itself for any period of time. Any horse hobbled or tied to itself must be personally monitored at all times.
 - Use of any explosive (e.g. fire crackers, torpedoes, fire extinguishers except in case of fire, etc.), cattle prod/hot shot, or laser beam devices anywhere on the Richland Riders Club grounds.
 - Non-veterinary letting blood from a horse.
- If the horse is bleeding, the handler must stop all activity and attend to the injury.

- If activity is causing or aggravating an existing bleeding injury, the activity must cease.

4.0 GUESTS (NON-MEMBERS)

Members may invite any number of guests to ride horses or train horses at the RRC facilities a maximum of three (3) times per guest.

Friends and family members who are not riding horses or training horses, farriers, carpenters, veterinarians, grounds maintenance personnel and others hired to perform work on the property who are not riding or training horses are not subject to this 3-visit limitation.

5.0 DUES AND INITIATION FEES

The amount of single and family membership dues is established at the annual meeting of the Club. *Yearly Dues are payable on or before May 1st of each year.*

For new members, an initiation fee will be charged which will be established by the Board. Dues for new members will be prorated to May 1 of the following year.

The current dues and initiation fees are published in the membership application form.

Initiation fee for single or family membership will be payable at the time of submitting an application. If any application is not accepted, the fee shall be returned to the applicant within 30 days of rejection. Memberships are not transferable, nor assignable.

Prospective members are accepted on a provisional basis for a 30 day trial period. They must attend a board meeting or a general meeting and be presented to the board during (preferably at the beginning of) this period. Membership applications must be approved by the board.

6.0 PERSONAL PROFIT OR GAIN

No member of the Club may use any of the club grounds, buildings, or facilities for activity (such as syndication) which is conducted for personal gain or profit.

Board permission is not required for members who offer services to one another including lessons, riding, maintenance, grooming, equine massage, hauling horses, hay, or sand, veterinarian, farrier services, cleaning, feeding or selling horses or equipment at a profit.

7.0 SPECIAL EVENTS

Any special event that requires exclusive use of the arenas or round pen must be scheduled through the Arena Committee. A clean-up crew must be assigned to clean up the RRC grounds no later than two (2) days after any event. Clinic organizers are to give preference to RRC members.

The Arena Committee will answer inquiries concerning the upcoming schedule.

Any special requirements for preparation of the arenas for an event must be submitted to the Grounds Committee at least five (5) days before the event.

The arena may be rented to other organizations. Requests to rent the arena are made through the Arena Committee. The Board approves the date and time of the activity, and receives the rental fee. Any event that requires exclusive use of the arenas or round pen must be scheduled through the Arena Committee, who will confirm any inquiries concerning the upcoming schedule.

The amount of the rental fee is established at the annual meeting of the club.

8.0 THE TRACK

A quarter-mile track encircles the arenas. To maintain this area, all motor vehicles are prohibited from driving or parking on the track.

Please be considerate when galloping on the track and verify that others won't be unduly disturbed.

9.0 USE OF THE WASH RACK

- All members may use the wash rack. It is to be used expressly for bathing horses, and not as a hitching post for grooming. Horses are not to be left unattended at the wash rack. High demand for this facility during the spring and summer months means members should show consideration for others' needs.
- Turn off the water and coil the hose out of the way before leaving the wash rack.
- Members and guests using the wash rack are responsible for removing any manure left by their horses. Manure should not be washed down the drain as this clogs the drain.
- Deposit empty bottles and any other trash in the garbage can provided at the wash rack.
- Horses can be dried at the wash rack if they are watched and no one else is waiting.
- All members should help keep the drain cleaned out and free of horsehair, manure, weeds, and other debris.
- In freezing weather, disconnect the hoses from the water hydrant and the water heater. Drain the hoses and the water heater (small valve at the bottom of the heater).

10.0 HORSE-DRAWN CARTS

The following safety precautions are strongly recommended for drivers of horse-drawn carts:

- No horse should be left unattended when harnessed to a vehicle.
- If other horses (under saddle or in hand) are frightened the driver should halt and stand the harnessed horse until the startled horse is under control or taken from the area.

11.0 HORSE TRAILERS

Each member is welcome to store his horse trailer on RRC grounds in an area designated by the grounds committee. Each member is allowed one (1) trailer parking space. The RRC cannot assume any liability for theft or damage to a trailer.

12.0 DOGS AND CATS

Dogs and cats are permitted on the RRC grounds only under the following conditions:

- The owner is responsible for the animal's behavior.
- Dogs are not allowed to live on the RRC grounds.

- No dogs are allowed on the track or the area bounded by the track.
- Dogs may be kept inside a vehicle. When dogs are not being kept inside a vehicle, they are required to be on a leash and physically attached to a human at all times OR tied to a permanent object under supervision.
- Dogs must be under control and quiet while on the property.
- Cats are allowed to live permanently on the RRC grounds.
- Cat owners agree to be responsible for the yearly vaccinations and provide other health care as needed.
- Cats must be neutered/spayed by six (6) months of age.
- No animals other than equines (horses, ponies, burros, donkeys and mules), cats, and cattle may be kept on the RRC grounds.

13.0 STALLIONS

Stallions and/or stud colts older than twelve (12) months of age may not be boarded on the RRC grounds. Stallions are permitted to use the RRC grounds for schooling. If the stallion is excessively unruly and/or disruptive, the member could be disciplined--even up to losing his membership.

14.0 EMERGENCY STABLING

Temporary stabling will be allowed for members and non-members alike in an emergency (flooding, fire, etc.). The grounds committee will organize the emergency stabling. Temporary pens should be left clean.

15.0 TERMINATION OF MEMBERSHIP

Any RRC member shall have his membership terminated for (1) non-payment of dues or barn fees, (2) infractions of RRC rules, or (3) unbecoming conduct as described in the Ground Rules and/or By-Laws. A member in good standing (with no outstanding balance owed the club) who so advises the board in writing may drop their membership in good standing. A former member dropped in good standing may be reinstated without paying the initiation fee.

16.0 INSURANCE

The RRC purchases insurance, which requires compliance with mandatory safety rules. These rules are posted at the clubhouse and the bulletin board, etc.

All persons using the RRC facilities for any type of instruction to others must carry and submit proof of liability insurance to the RRC board. An Instructor is defined as anyone who schedules a time and receives money shall be considered an instructor and must provide insurance. All instructors must be at least 18 years of age or older. Instructors must name the Richland Riders Club as a secondary insured.

17.0 RULES FOR BOARDERS

17.1 Boarders

Barn ownership is limited to adult members in good standing. A boarder's stall shall be used for the stabling of not more than two (2) horses with NO EXCEPTIONS.

- A boarder is required to provide his own trash container to help keep his barn and pen clean and free of trash, bailing wire, twine, and other debris. Trash cans should be labeled with boarder's name and barn number for easy identification.

- Barns and pens must be cleaned of manure at least every day.
- Manure shall be piled in designated locations.
- All buildings and fencing are to be maintained at the owner's expense.
- Hay storage units must be approved by the Board prior to placement.
- Barn lease holder have priority use (trailer parking, hay storage, etc) of any open space adjacent to their barn footprint however they must be in compliance with property ordinances (fire lane, etc) and other potential property use restrictions. Barn lease holders shall obtain approval from the Board of Trustees before building permanent or impermanent structures on the property to ensure compliance with property ordinances (fire lanes, etc) and other potential property use restrictions.

17.2 Horse Maintenance

The RRC Board may require a certificate of health from a veterinarian for any horse boarded on RRC grounds. All horses on the RRC grounds are required to have inoculations on a regular basis.

All animals on the RRC grounds must be properly watered and fed. Clean water must be available at all times. Animals must be adequately fed at least on a daily basis.

Any mistreatment of an animal will lead to immediate disciplinary action by the Board.

17.3 Water and Electricity

The RRC provides water and electricity to members. During cold winter months, a boarder may use a tank heater and a heat tape. In the winter, the use of space heaters, heat lamps, or Christmas lights is prohibited because of fire hazard.

17.4 Building Regulations

All buildings and fences constructed on the premises are considered permanent facilities and, therefore, become the property of the RRC.

All fixtures, utility lines, and equipment affixed to buildings on the RRC premises so as to become a part thereof, and which cannot be removed without material injury to the building or RRC premises, shall also be considered permanent facilities and, therefore, the property of the RRC.

The construction of new buildings is not allowed without board approval. Any member who does not adhere to this rule may be charged a fine of up to \$250 per offense and be responsible for its immediate removal. Each barn owner must keep in effect fire insurance to cover the assessed value of his owned (leased) barn and pen.

No buildings or installed equipment may be removed by anyone without permission of the Board.

Barn colors are limited to red, white and tan with deviations to be approved by the board.

Roofing materials other than rolled roofing must be approved by the Board.

18.0 USAGE

18.1 Entire property usage

- All equipment used in the main arena and round pens shall be returned to the designated storage area immediately after use.
- In the interest of safety and health, members are encouraged to use the available manure-handling equipment to clean up after their horse.
- Jump equipment provided by the RRC is costly to maintain and replace. The user must replace standards or poles broken during use.
- The main arena light switch is located on the utility pole in the far northwest corner of the grounds.

18.2 Arena usage & arena turnout

- Courtesy is expected of all members using the arena.
- Riders always have priority use of the arena over turnout. Anyone wishing to do turnout must first ask permission from all other members on or inside the track (that includes the roundpens) to do so.
- Arena turnout is 15 minutes long for any member.
- If any member is in middle of his/her 15 minute turnout in the arena when a rider wishes to use the arena, that member can finish his/her 15 minute turnout.
- There is no time limit on a rider's use of the arena.
- Members must stay with their horses during arena turnout.
- When the arena is reserved for an event, the party reserving it has exclusive use of the arena only for the time it is reserved.
- No rider has exclusive use of the arena without making a reservation with the Arena Committee.

18.3 Roundpen usage & roundpen turnout

- Courtesy is expected of all members using the roundpens.
- Members working their horses always have priority use of the roundpens over turnout in the roundpens.
- Roundpen turnout is 15 minutes long for any member.
- If any member is in middle of his/her 15 minute turnout in a roundpen when a member wishes to work his/her horses in a roundpen, that member can finish his/her 15 minute turnout.
- If another member is waiting to use the roundpen, the member who is working his/her horse(s) in a roundpen shall limit his/her time to 30 minutes.
- The roundpen gate shall be shut and latched at all times.
- Horses shall not be tied to the roundpen fence.
- Members must stay with their horses during roundpen turnout.
- When a roundpen is reserved for an event, the party reserving it has exclusive use of the roundpen only for the time it is reserved.

19.0 ISSUE RESOLUTION

19.1 Emergency issues

Members should phone 911 immediately if any of the following types of emergencies occur on the RRC property:

- A medical emergency requiring an ambulance
- A fire emergency requiring the fire department
- A crime emergency requiring the police

A member should contact the police **FIRST** if any of the following types of crimes are committed on the RRC property:

- Theft
- Trespassing on your property or trespassing on the RRC (refer to the trespassing procedure on the website or on the club grounds)
- Intentional reckless endangerment
- Unauthorized use of personal property or damage to personal property
- Animal abuse

After calling the police, the member should also notify the board of trustees of the crime and may begin a grievance process if deemed necessary.

Members may install surveillance camera systems on their barns to track activity on their barn footprint and adjacent open space to their barn footprint and provide video evidence of crimes to the police. The board shall also be notified of any criminal activity on the property being handled by the police.

19.2 Non-emergency issues

Ideally, parties from both sides of any non-emergency issue will discuss it in an attempt to resolve it themselves. Should a resolution agreeable to both parties not be reached, a grievance should be filed with the board of trustees not longer than (14) days following the event.

The board will then respond back, via the same method the grievance was received in, in no more than seven (7) days. This communication will, at a minimum, acknowledge receipt of the complaint.

At this point, the board shall begin reviewing the grievance with ALL communication and content recorded by the club secretary. The board will respond, via the same method the grievance was received in, after the board meeting subsequent to the receipt of the complaint. The minimum communication will be a request for more information.

Prior to or at the next board meeting, the board will reach a final decision. The decision will be communicated to all parties involved within (7) days of this second meeting.

Should either party wish to file an appeal of the board's final decision, they have (10) days from the receipt of the final decision to contact the board and request an appeal. The board will then grant a hearing at the next monthly board meeting.

The decision of the appeal is final. Should either party elect to pursue the grievance further, they are requested to seek legal counsel and pursue their grievance through legal channels.

To the extent possible, confidentiality will be maintained at the discretion of the board.

Note: members are reminded that video surveillance cameras, cell phones or personal cameras can provide clarifying information regarding grievances.

These Ground Rules were approved at the June 1, 2016 Board meeting. These rules supersede all previously issued RRC Ground Rules. No conflict with the RRC By-Laws is intended, and the RRC By-Laws will be the final authority should any conflict arise.

(Original Signed by Carl Baker, President)

Signature _____

Date _____