



Fallbrook Riders, Incorporated
2017 Policies and Procedures

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760-689-2044

These policies are intended to provide for the safety and enjoyment of the Fallbrook Riders field for all members. Failure to comply with these policies may result in revocation of membership or membership rights.

Membership Categories:

- Individual membership is open to all persons 18 years of age or older.
- Family membership is open to family units including a maximum of two adults and any of their children under 25 years of age who are living at that parent's residence.
- Trainer memberships are open to professional trainers approved by the Board for the purpose of providing instruction to FRF members and to non-members under certain conditions. Trainers must maintain their own insurance coverage and provide FRF with a Certificate of Insurance naming Fallbrook Riders, Inc. as an additional insured on their policy.

Additional information on memberships may be viewed in the Fallbrook Riders, Inc. Bylaws – Article VIII, Section 1.

Fallbrook Riders field has a strict 'No Guest' policy. Guests, relatives, friends or other non-members may not ride on the grounds, except at open shows, clinics, fundraisers or under the instruction of an approved Trainer.

Field Use Policies:

- Except for ingress and egress, the front gate must be closed whenever horses are on the grounds. The gate and blockhouse must be locked when the last member leaves the grounds.
- Always bring a cell phone to the field in case of an emergency. There is no land line phone on the grounds.
- No jumping alone.
- Riders under 18 must be supervised by an adult at all times while on the grounds. Riders under 18 may not jump on the cross-county course without a Parent/Legal Guardian, or a qualified adult instructor approved by the Parent.
- ASTM/SEI approved helmets must be worn by riders under the age of 18 at all times when mounted, including shows and exhibitions. ASTM/SEI approved helmets are required for all jumping activities for all riders, and strongly suggested for adults in all mounted activities. FRF recommends that members check to ensure that their helmets are up to current safety standards each year and replace older helmets when appropriate.

- No bicycle riding while other anyone is mounted anywhere on the grounds.
- No turnout in the arenas when other anyone is mounted anywhere on the grounds.
- No lunging with mounted riders in the same arena. Lunge in the round pen whenever possible. Lunging during shows is allowed in designated areas only.
- No riding on the cross-country course during arena shows.
- Do not leave horses unattended at the field at any time.
- Dogs must be on a leash and under direct supervision at all times.
- Pick up manure and clean your corrals after use. Place manure in dumpster only.
- Place all trash in trash containers and plastic bottles, soda cans, etc into the recycling bins.

Field Availability:

- Always check the field calendar at: www.fallbrookriders.com Under the "Calendar" tab prior to planning a ride or an activity at the field.
- Members may use the field at any time except when scheduled as *Exclusive Use*. *Exclusive use* indicates that a competition is scheduled, or the field has been rented to another organization. Individual members may **NOT** use the field on those days unless entered in the competition or other organizations activity.
- When FRF trainers, subset clubs or other groups have lessons or activities scheduled on the calendar, members not involved in the activity may use the field, but should yield to the scheduled activities.
- Please be courteous whenever lessons are underway, either in an arena or on cross country. It is not customary to use the same arena where the lessons are being conducted unless invited. Sharing use of the cross country course is fine, but please defer when other riders are using a particular area of the course.

Injuries or Property Damage

- If injuries or property damage occurs, after obtaining appropriate medical care, notify FRF by phone at 760-689-2044.
- Complete an Incident Report form summarizing what happened and leave in the drop box located in the block house. All injuries are to be reported to the Board as soon as possible, no later than 48 hours after the incident. A copy will be kept on file pending resolution of incident.

General Policies:

- **Email:** Use of e-mail by the Board should be kept to a minimum and used when necessary and/or appropriate. FRF email primary function is to keep all members updated on events and local equestrian news. This does not prevent individual board and committee members from exchanging e-mail on projects or events they are working on.
All FRF notices sent via email should be relevant to FRF activities, horses or horsemanship in the community and beneficial to members.
- **Notices:** May be sent out by Board members or other authorized individual after approval by a majority of the Board.
- **Board Meetings:** All FRF members are encouraged to attend any meeting of the Board. Board meetings are posted on the FRF calendar. Meetings are generally the 2nd Monday of each month – 6:30PM at the Palomares House adjacent to the field. This does not include special meetings of the Board that may occur from time to time.

- **Meeting Agenda/Minutes:** Board meeting minutes and the agenda for upcoming meetings will be emailed to members at least two weeks prior to the upcoming meeting. Members requesting inclusion on the agenda at a Board meeting may email a request directly to FRF at fallbrookriders92028@gmail.com at least one week prior to the next scheduled meeting. Members can expect a response within three days or are encouraged to contact the Secretary directly.
- **Members not on the Agenda:** Members not already on the Agenda are welcome to speak when given the invitation at the beginning of the meeting. The Board will recognize anyone in the audience and will enforce a strict 10 minute total time limit for all of those non-scheduled speakers.
- **Events / Fundraisers** – Event Organizer will present to the Board the purpose of the proposed event, estimated cost, estimated income, person responsible, budget, and any other relevant information. Any event that will require a monetary expenditure by the Board must be approved by a Board majority prior to any such expenditure to be incurred.

Individual members are prohibited to involve, make liable, promise or otherwise commit FRF, its members, Board, employees or staff to any financial encumbrance without prior Board approval.

- **Member Benefits:** All members in good standing may rent the grounds at the prevailing membership rate based on availability and at the discretion of the board. *See Rental Agreement/Fee Schedule for rates and requirements.
- **Member Conduct:** Being a FRF member is a privilege, not a right. Unacceptable behavior will not be tolerated. Unacceptable behavior shall be defined as any action which demonstrates disregard for the safety or well-being of oneself and any person or animal in attendance. Unacceptable behavior at FRF events may result in expulsion from the event. The determination of unacceptable behavior and resultant expulsion will be made by the Board Members and Event Chair in attendance at the event. This decision will be final. An incident report must be filed by the Event Organizer and any Board Member(s) in attendance and submitted to the Board within 48 hours of the incident.

*****Policy and Procedures are not part of the by-laws and may be changed by the Board at any time*****