

L.V.G.A. 2024-2025 By-Laws

The competition year is to begin on September 1st of each year and concludes on August 31st of the following year. This association shall be known as the Las Vegas Gymkhana Association: hereinafter referred to as L.V.G.A. or LV Gymkhana and will be operated and conducted as a Non-Profit Corporation: L.V.G.A., is a nonprofit organized under and existing under Chapter 82 of the Nevada Revised Statutes.

Purpose: To promote good sportsmanship through competition for all ages. Equine activities of an athletic, social, educational, and recreational nature (NRS 82)

Membership: Any person may become a member upon payment of the proper dues. Membership is not limited to the State of Nevada, but membership is mandatory to qualify for year-end awards. Membership entitles the member to one vote (parents may vote for 13 years and younger children). Votes on major issues will be by private paper ballot. The Board of Directors will determine major issues.

Membership Defined: Membership is for one year beginning in September and ending in August of the following year. Active members must participate in at least 8 (eight) out of 10 (ten) shows, attend meetings, actively help set up at events, raking, tearing down, and judging at each show.

NRS 82.031 “Member” defined: Unless otherwise provided in the articles or by-laws, the word “member” means, without regard to what a person is called in the articles or by-laws, any person who on more than one occasion has the right to pursuant to the articles or by-laws to vote for the election of a director or directors. A person is not a member by virtue of any rights he or she has as a delegate or director or any rights he or she must designate a director or directors.

Dues: Annual Membership dues are \$50.00 per rider or \$100.00 per family of three (3) or more. “Family” constitutes, mom, dad, and their minor children. Membership dues are paid before any member may vote on rule changes for the following year, no later than the first show to be eligible for year-end awards and to maintain active membership status. New members are required to pay their dues at the time of acceptance of membership. At any show in which the membership dues are not paid, the contestant will be required to pay the non-member entry fee of \$70.00. Contestant/ Member will be responsible for bank charges assessed due to any returned checks (NSF) and a \$30.00 L.V.G.A. service fee per check. If a second check is returned for (NSF), L.V.G.A. will only accept certified funds or cash from the contestant.

Sponsorship: Sponsorship payments due by the second event of the season, if the first and second event is a double header it will then be due by the third event to be eligible for year-end awards. There will be no exceptions or extensions allowed. Sponsorship dues are a minimum of \$150.00 for all members. If you pay the minimum Sponsorship fee and then get a business to give a large sponsorship, you may use the original sponsorship funds towards any remaining entry fees. If sponsorships are low and every rider pays the minimum only a second sponsorship fee may be added in the last half of the season. The bigger the sponsorships the bigger the prizes!

Meeting: The President or Vice President shall call meeting at any time they deem necessary. No quorum is required for the transaction of business at a duly called membership meeting. Action shall be taken upon majority vote of the active members present, and any written proxies held by the Officers. The President will only vote in case of a tie. An annual meeting is to be held for the election of officers. The Board of Directors will have the final decision on any rule changes.

Election of Officers: The officers of L.V.G.A. shall be President, Vice President, Secretary, Treasurer, and two (2) Directors (Arena Director, and Assistant Arena Director). Each serving a two-year term. Elections are to be held annually at a general membership meeting before the end of the gymkhana season. All officers are to be elected by majority vote of the active members present and any written proxies held by the officers. Starting Officers will be a two-year term, then new officer election will be held in 2025.

Advisory Board: An advisory board is made up of volunteers who offer their input, ideas, and expert advice to an organization's elected board of directors. Advisory board members are not legally bound but are important to the success of the organization through working with the board of directors. Without a strong board, nonprofit organizations may have limited success in meeting client and community expectations and needs.

What is an Advisory Board?

- Nonprofit organizations are structured through a board of directors whose members are responsible for running the organization through designated positions which usually consist of a President, Vice President, Secretary, and Treasurer. The board set policies for ensuring excellent management.
- An Advisory board, on the other hand, helps organizations get feedback, ideas, and opinions from the public. It does not have any legal or formal responsibilities, but it convened to give advice and support to the board of directors.
- Having an effective advisory board is critical to organizational success. An advisory board plays an instrumental public relations role and provides the board with a fresh perspective on program issues. An advisory board works directly with the directors to brainstorm, discuss, debate, and decide major organizational decisions.
- Advisory Board Member Role: A key to building a secure organization is having an independent advisory board of community leaders, parents, and other interested people. Advisory board members are volunteers and should reflect diversified representation from various cultures, socioeconomic groups, and urban and rural settings.
- Some advisory board members take responsibility for specific tasks while others only attend meetings and provide input and feedback. All members are expected to carry out a specific function independently. An advisory member's focus should be helping the board of directors with certain responsibilities, not replacing it. Both boards should work in a team effort with the organization's best interests in mind.
- Advisory board members usually attend between 2 to 12 board meetings each year to share information, discuss ideas, and make decisions. Once a structure is in place, the board can

contribute its governing functions and responsibilities equally among its members to maximize its effectiveness.

Officers: Positions elected are to include President, Vice President, Secretary, Treasurer, or combination Secretary/Treasurer, Arena Director, and Assistant Arena Director. Officers shall assume their positions for the upcoming season. The new officers will be announced at the award banquet. The Treasurer shall maintain a year-end balance of \$1,500.00 to be used for the first event of the following year and make a financial report quarterly.

President: The President shall: 1) general: Ensures the effective action of the board is governing and supporting the organization and oversees board affairs. Acts as a representative of the board, rather than an individual supervisor. 2) Community: Speaks to the media and the community on behalf of the organization represents the organization within the community. 3) Meetings: Develops agendas for the meetings working with the vice president, presides at the board meetings. 4) Committees: Recommends to the board which committees are to be established, seeks volunteers for committees and coordinates individual board member assignments. Ensures each committee has a chairperson and stays in touch with chairs to be sure their work is carried out: identifies committee recommendations that should be presented to the full board. 5) Board Affairs: Ensures board matters are handled properly, including preparations of pre-meeting materials, committee functioning, and recruitment and orientation of new board members.

Vice President: The vice president shall: 1) General: Acts as the president/ chair in his or her absence; assist the president/ chair on the above or other specified duties. 2) Special Responsibilities: Frequently assigned to a special area of responsibility, such as membership, facility, media, annual banquet, assist with judge's sheet to ensure there are not any family members judging for one another and to ensure it does not conflict with the running order as well.

Secretary: The secretary shall: 1) Keep accurate minutes of the annual meeting of general membership and the board. 2) Maintain current by-laws, policies, and forms adopted by the board or the general membership for reference by officers and members. 3) Handles all correspondence for the board. 4) Maintain inventory of the ribbons and order accordingly. 5) Accept membership applications/ entry forms. 6) Perform such other duties as may be assigned by the board.

Treasurer: The treasurer shall: 1) Maintain a general fund and a special activities (gymkhana) fund. 2) Receive funds and issues receipts for memberships, annual dues, assessments, and other fees. 3) Prepare and present an itemized statement of receipts and disbursements for general membership meetings. 4) Disburse funds at discretion of the board. 5) Co-sign L.V.G.A. checks with the president, make monthly deposits from shows. 6) Issue statements or dues assessments, and fees. 7) Prepare a budget for the board's approval. 8) Create running order and judges' sheet (this is a shared responsibility with the vice president). 9) Perform other such duties as assigned by the board.

Arena Director: The Arena Director shall: 1) The arena director is the keeper of the grounds, the individual who ensures all the functions of the show run smoothly, and the patterns are set up correctly. 2) It is their responsibility to ensure that the arena is prepped and ready for all

competitions. 3) They shall make sure that the arena remains clean from trash, large rocks, and is dragged and watered accordingly.

Assistant Arena Director: The assistant arena director shall assist the arena director in their duties. Should the arena director be absent, the assistant arena director will assume those responsibilities.

Announcer: The Announcer shall: 1) Announces program and substitutions or other changes to patrons. 2) Informs patrons of coming events, judges needed for events, contestant line up, times of contestant runs, sponsors, and various other announcements as needed. 3) If the announcer is not an active board member, they may not make any judgement calls or disqualifications on any run, they must wait for the judge's decision before announcing. 4) Music may be played during the event as long as everyone can hear all announcements.

Authority: The board shall have: The administrative over all affairs and activities of L.V.G.A., the authority to implement assessments and dues increases with a majority of the board members present and a majority vote of the members present. Authority to expend funds as it deems necessary from the approved budget only. Recommend that any member engage or consult a veterinarian or farrier to provide a horse or other animal with treatment when, in the opinion of the board, such treatments are necessary or advisable.

Eligibility of Contestant: Anyone may participate in an L.V.G.A. show. If a contestant is a non-member a \$20.00 fee will be added to the current entry fee. Non-members are not eligible for points or year end awards. All contestants, members, or non-members must sign a liability release form before participating in any L.V.G.A. events.

Eligibility of Horse: Horses of any breed or combination of breed may be ridden. Stallions are not allowed on the grounds for any reason. No horse shall be ridden by more than 2 riders however the horse must only be ridden by 1 rider in any age division. The only exceptions are for horses injured during a show and for Pee Wee riders. Pee Wees can change their horse, depending on ability at any time during the year.

Contestant Responsibility: All contestants are required to read all the rules carefully. Failure to understand the rules is not an acceptable excuse.

Point Horse: Each rider must designate a point horse for the show year, Contestant must ride eight (8) out of 10 (ten) shows on the same horse to qualify for year-end awards, or with an authorized substitution, points will be added together. Switching a horse during the show, without an authorized substitution will result in a disqualification for that event.

Time Only Horse: Any horse may be entered for a time only. All time only fees must be paid for before the rider may run. If a time only becomes desired due to a prior ride during the event, a time only may be requested, but you are not to approach the crowd's nest during said event to get approval, you must speak with the board member at the gate. Please wait to approach board members when they won't be interrupted in their duties. (For example, wait till the drag is happening, change of age divisions, or change of event.) Time only runs are based on availability

and will be on a first come first serve. During your time only please do not use this time to train, you can only go around a barrel or pole once and you must run the pattern as it is supposed to. If you continue to go around the same barrel or pole multiple times or make changes to the pattern you will be asked to leave the arena. There will not be time only runs at night events.

Rider Substitution: Rider substitution must be in the same age division as the rider they are substituting for and must be an L.V.G.A. member. A substitution form must be turned in prior to the show. Contestants may have 2 (two) substitutions per season. In the event of a double show, any horse or rider substitution will only count as 1 (one) substitution within the same double show.

Point Horse Substitution: The substitution of a point horse may only occur with a letter from a licensed veterinarian specifically stating the horse can not run, or examination by at least one board member with the approval of two board members. A substitution form must be turned in prior to the show, unless the substitution is a result of an injury sustained during the show, if this happens the substitution form must be filled out and approved before the substitution horse enters the arena. If substitution paperwork is not filled out there will be no points awarded for the show. Only 2 (two) substitutions are permitted per season.

In the case of a prolonged injury, illness, or death of a contestant's point horse, another horse may be substituted to finish the season. A new point horse must be declared after both substitutions have been used. No points will be awarded until a new point horse has been declared, Pregnancy of a horse is not a reason to grant a new point horse. Mental stress is not considered an illness or injury.

If the original point horse becomes well, it may only be used as a substitute for the newly appointed point horse. A vet fitness certificate is required to ensure the health since it had previously been declared unsound.

In the event of a double show, any horse or rider substitution will only count as 1 (one) substitution within the same double show.

Sale of Horse: If a horse is sold, points previously earned by that horse will cease. Points do not continue with the new horse. The new horse will start a new point set. The point sets will not be combined.

Equipment: Any appropriate, neat, and humane western equipment may be used. Equipment must be of normal construction. Normal stirrup leather must be present and of usable length. Feet may not be tied into the stirrups. One light rubber band, per foot, is permissible. Every horse must have a bridle and reins. Riders may NOT be tied or Velcroed into the saddle or onto the horse in any way, unless it is a medical necessity due to physical impairment of rider.

Helmets: It is MANDATORY for all riders under 18 to wear a helmet when riding at LVGA COMPETITIONS. (If you are under 18 and on the back of a horse you MUST have a helmet on). Helmets must be properly fastened protective headgear which meets or exceeds American Society for Testing and Materials/ Safety Equipment Institute standards for equestrian use and carries the

SEI tag. It must be properly fitted with a harness. All ages above 18, it is highly recommended for your safety.

Timers: An electric timer will be used at all shows and for all contestants. If there is a timer malfunction the rider will be given the opportunity to rerun right away or at the end of the age division. 2 (two) stopwatches and a flagger will be used to time the event if the electric timers fail and cannot be repaired. The flagger will not move from their position until the end of the age division.

Judges: A minimum of 2 (two) judges, 3 (three) for some events will be positioned in the arena to properly judge each contestant for all events. The gate persons are also considered judges and will properly judge each contestant. No children are allowed in the arena unless riding. Judges must be the age 13 or older. If Contestant/ Member is not qualified to judge, a family member/ guardian will then be assigned. There will be a 2 (two) minute call for judges when the arena is ready. Failure to report for judging within the 2 (two) minutes of the arena being ready will result in the loss of 5 points for that show. Electronic devices such as cell phones and MP3 players are prohibited in the arena while riding or judging (exception: officer radios). Failure to comply with the dress code will result in a disqualification.

Age Divisions: Your age division is determined by your age as of September 1st.

Age Groups will be determined at the first show after signups.

Pee Wee Division: 7 (seven) years or younger or 8 (eight) years of age for first year riders (i.e., first year of riding and competing). The Pee Wee division is a separate class from other divisions. Up to 3 (three) Pee Wee's may ride the same horse in this division. If riding in the lead line, horses must be led from start to finish through the events and designated before the start of the event. If a Pee Wee is being led, the person leading/ and or assisting the Pee Wee must be at least 14 (fourteen) years of age, and in proper L.V.G.A. attire to enter the arena. If the person leading the Pee Wee is not 14 (fourteen) years of age, and not in proper L.V.G.A. attire, it will constitute as a no time for the Pee Wee. When leading a horse through the event, the horse must be the one to start and stop the timer. All Pee Wee riders must have reins and stirrups of usable length.

Pee Wee Non-Lead Line: There will be 2 options for the non-lead line Pee Wees. The first option will be for the rider to ride the normal Pee Wee Pole and Barrel patterns. These Pee Wees will be eligible for place prizes. The second option will be the rider will ride in the main event and run the standard rotating, pole, and barrel patterns, and will be eligible for place prizes. The place prizes will not intermix, if you run on the mini patterns, you will only compete against other riders that also compete on the mini patterns. If you are riding the standard patterns, you will be competing only against other Pee Wee riders that compete on the standard patterns. Points earned in the mini patterns cannot be combined with points earned on the standard pattern and vice versa. Riders may move up to the standard pattern, but their points will start over.

Minors: All children aged 17 or younger must always have a guardian at the show, in case of emergency.

Points: Points will go to the horse/ rider combination (except for an authorized substitution). Points will be given to each contestant riding in the gymkhana in their respective age divisions. In the case of a tie, the contestants will receive the same number of points. Point sheets will be available at each show. Points are compiled as follows:

1st = 10 points + 1 point for each rider you beat

2nd = 9 points + 1 point for each rider you beat

3rd = 8 points + 1 point for each rider you beat

4th = 7 points + 1 point for each rider you beat

5th = 6 points + 1 point for each rider you beat

6th = 5 points + 1 point for each rider you beat

7th = 4 points + 1 point for each rider you beat

8th = 3 points + 1 point for each rider you beat

9th = 2 points + 1 point for each rider you beat

10th = 1 point + 1 point for each rider you beat

11th and below, will receive 1 point for each rider you beat.

Show Awards: Medals/ Ribbons will be given for 1st through 10th place in each age division. Points will be calculated for hi-point and reserve hi-point as they are for awards to be given at the next shows registration. In the event of a tie, the rider's times will be added together for the entire show, the rider with the least amount of time will get the prize.

Year-End Qualifications:

1. Contestants must ride 8 (eight) out of 10 (ten) shows.
2. Contestants must be an active member.
3. Contestants must acquire a minimum of \$150.00 in sponsorship donations.
4. Contestants can have one unpaid show and still qualify for year-end awards as long as you pay your entry fee for that missed show on or before the day of the show! You can't pay for the missed show afterwards. Please make sure you send your money with someone, pay by PayPal, or reach out to the board as to where to mail it.

Year-End Ties: In the event of a year-end tie, the 2 (two) places money will be added together and divided equally between the 2 (two) and the contestants will receive like awards. The next place will then be eliminated. In the event of a tie for 10th place, contestants will receive like awards.

Year-End Awards: Points for year-end awards will be calculated on all 10 (ten) shows. At the end of the show year, an awards ceremony will be held. Awards will be given out to the top 10 (ten) places in each age division. Other awards may be given if deemed appropriate by show

management. Riders that ride 8 (eight) out of 10 (ten) shows will receive a participation award; regardless of how many horses they have ridden. The Pee Wee riders will receive like awards regardless of how many year-end qualifiers are in that division.

All rules stated herein shall remain in effect for the entire show year. Any rule changes proposed during the show year shall be presented to the officers and presented at the end of the show year. Rules may only be changed after the final show of the season. The board of directors will have final rulings on any changes. Rulebooks are available to all contestants at no cost.

***It is the member/ guardian's responsibility to verify spelling/ accuracy of personal information (name of rider, horse's name, sizing, colors, etc.). This information may be used to personalize year end awards. Awards will not be replaced if the personal information matches that which the member/ guardian verified via signatures/ initials.**

Ground Rules:

1. Contestants are not allowed to ride in the main arena before the show begins.
2. Arena must be kept clear of all people except the timer, judges, photographer, and the contestant when an event is in progress.
3. No horses will be allowed to be tied or standing next to the arena gate except for the next person to run.
4. No dogs allowed on the grounds. (Service dogs are allowed, emotional support is not allowed)
5. The arena gates shall remain closed during a contestant's entire run.
6. The show management reserves the right to excuse any horse or person from the arena and/ or grounds for any cause deemed sufficient. This includes but is not limited to; abuse, or inhumane treatment of a horse, profane language, and/ or unsportsmanlike behavior/ conduct.
7. Destruction of property such as grounds, buildings, or another's personal property will be cause for loss of points, suspension of 1 (one) show, or termination of membership for the remainder of the show year to be determined by L.V.G.A. officers.
8. All children aged 17 years or younger must have a guardian at the show, at all times, in case of emergency. No Exceptions!
9. No all-terrain vehicles (ATV) or golf carts are allowed on the grounds.
10. No running horses in the warmup arena.
11. No entering the crowd's nest during the events. This ensures that the judges in the crowd's nest can give all riders equal attention and are not disrupted. (Please wait till the arena is being dragged, set up, or in between age divisions).

Arena Equipment: Poles shall be made of PVC pipe and shall be 6 (six) to 7 (seven) feet in length and from 1 ½ (one and one half) to 2 (two) inches in diameter. Barrels shall be completely closed on both ends. All obstacles shall be 20 (twenty) feet from the arena fence.

Starts: Either a standing or running start may be made, but only after a contestant is completely in the arena gate. Contestants must enter the arena within 30 (thirty) seconds after their name is called. Contestants must start their run within 45 (forty-five) seconds after entering the arena and has 60 (sixty) seconds to complete their run, except for Pee Wees. Horses may be assisted into the

arena, but the assistant may not cross the start/ finish line except for Pee Wee division. There will be only 1 (one) rider allowed per horse at all times. In case of breakage of tack outside of the arena, the contestant must notify the gate person, and sufficient time will be allowed for repairs.

Re-runs: In case of a timer malfunction, contestants shall receive a re-run. If the timer is not repairable, the contestant along with the entire age division, shall receive a re-run with a flagger and stopwatch. In the event a time was not recorded, due to timekeeper error, the contestant will receive a re-run. The contestant must take their re-run at that time or after the last contestant of the age division.

Contestant will not receive a re-run for the following:

1. Any breakage of tack or gear once the timer has been started by the contestant/ horse.
2. Any accident to the horse/ rider once the timer has been started.
3. If the contestant fails to comply with all other arena rules, regardless of timer malfunction.

Penalties:

A 5 (five) second penalty will be assessed to a contestant's run for the following:

1. For each obstacle knocked down within the event.
2. Failure to show up to assigned judging spots.\

A \$5.00 fee will be assessed to each rider in each event for the following:

1. Loss of hats/ headgear while in the arena.
2. Loss of personal items while in the arena (phone, hair ties, earpieces, sunglasses, etc.).

Disqualifications: The following will result in a disqualification of the contestant:

1. Whipping, spurring, or striking the horse in front of the cinch at any time.
2. Failure to follow the prescribed pattern in any event.
3. Failure to comply with tack and equipment rules.
4. Failure to comply with the dress code.
5. Use of foul language in the arena.
6. Harassing the judges and/ or L.V.G.A. member by a contestant and / or parent / guardian, family member, or trainer. This may result in a disqualification for the remainder of the year.
7. Failure to enter the arena within the 30 (thirty) second time limit.
8. Failure to begin the pattern within the 45 (forty-five) second time limit.
9. Unsafe running start from outside the arena gate.
10. Contestant or contestant's parent/ guardian, family member, or trainer, who brings a dog.
11. Failure to ride in the order called by the announcer.

Disqualifications for Events and/ or show/ and/ or membership

Any person whose actions deemed sufficient by the show management including but not limited to abuse or inhumane treatment of a horse, profane language and/ or unsportsmanlike conduct could result in disqualification for the event, show, and/ or membership for the year.

Entry Fees:

There will be no refunds of money for point horses or time only horses for any reason.

Contestant/ Member will be responsible for bank charges assessed due to any returned checks.

Members Entry Fee: \$50.00

Non-Member Entry Fee: \$70.00

Member Time Only: 2 runs for \$5.00

Non-Member Time Only: \$10.00 ground fee per horse and \$5.00 per run per event.

ENTRY FEES MAY BE PAID BY: CASH, CHECK, OR PAYPAL

Running Position: The Vice President of the Board will decide the running order prior to each show. Contestants must run in the order in which they are drawn. The Arena Director, and L.V.G.A. Officer, or gate person must authorize valid reasons, such as tack problems, for changes to the running order. All point rides will be completed before the start of all time only riders in each event. In the event of a substitution, 1 (one) rider may be moved to the bottom if the draw to allow sufficient time between rides. In the event both riders are already at the bottom of the draw, the first rider will be moved up 5 (five) riders from the bottom.

Disbanding: In the case of a committee disbanding, all monies and equipment obtained by the committee will be turned over to the L.V.G.A. Treasurer.

Accounting: At the membership meeting in August, the treasurer will submit an accounting of all funds received and expended in a form outlined and required by the board, as audited by two members of the committee/ board.

Day Shows: will start at 9:00 am and 3 (three) events will run including the standard 2 (two) events and 1 (one) rotating event. The rotating event will be different at each show. If the weather becomes an issue (heat) we may start at 8:00 am.

Night Shows: will start at 6:00 pm and 3 (three) events will run including the standard 2 (two) events and 1 (one) rotating event. The rotating event will be different at each show. However, if the number of contestants is too great it is possible that the event may start earlier.

Standard Event: The following events will be run at each L.V.G.A. show in which they appear: Pee Wee Division Barrels and 3 P's. All age divisions including the Pee Wee non-lead line main event riders: Barrels, Poles, and a rotating event. These may be run in any order as deemed necessary due to weather conditions.

Rotating Events: One of the rotating events will be run at each show, the events will be different for each show and can be run in any order as deemed necessary due to weather.

The order in which the age divisions run will be rotating in order to be equal to all riders, except the pee wees will always go first.

Acknowledgement of Review

I, _____, hereby acknowledge that I have received a copy of the L.V.G.A.'s 2024-2025 Bi-Laws. I agree to abide by ALL RULES and ALL BY-LAWS. If I have minor children present at the event, competing or not, I agree to make sure that they comply with all rules and by-laws. I understand that failure to comply with the rules and by-laws may result in the disqualification or removal from an event/ show. If such behaviors continue either myself or my child may be disqualified from participating in the L.V.G.A. season.

Signed _____ Dated: _____

My children/ minors I am responsible for are:
