

# Hawaii Women's Rodeo Association

## Rules and Regulations And By-Laws



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**HAWAII WOMEN'S RODEO BY LAWS**  
**ARTICLE I**  
**MEMBERS**

**Section 1.01 Membership** – HWRA shall not discriminate on the basis of race, color, creed, religion, sex or national origin. Otherwise, members of HWRA shall be admitted, retained and expelled in accordance with such rules and regulations as the Board of Directors may; from time to time, adopt. Each person who is admitted and is a member in good standing shall be entitled to one vote. Associate membership for non-riding interested members will be available to non-riding family members or any other interested parties and sanctioned event or amend their membership. Associate members shall pay a Non-Member fee should they ride in any HWRA sanctioned event or amend their membership to active status. **Family membership is limited to spouses and their dependent children who are 18 years of age or younger as of Jan. 1. Families with a child between the ages of 18-23 years old that are actively enrolled in school are eligible to be covered by a family membership with the proof of school enrollment verification.** Members not in good standing will not be accepted to membership until all past dues, assessments and fines are cleared.

**Section 1.02 Regular Annual Membership Meeting** – the regular meeting of the members shall be held at such time and place as may be established by the Board of Directors for the purpose of electing directors and for the transaction of such other business as may proper be brought before the meeting, but each annual membership meeting shall be no later than the last day on January each year.

**Section 1.03 Notice Meeting** – Notice of any annual regular or special meeting of members shall only be given to members in good standing residing in the State of Hawaii. Notice shall be by actual notice, mail or telephone, effective if addressed to or the number called is the address or telephone number last known to writing of any change of address and/or phone number, as members who desire to stay informed of HWRA's meeting and activities have an affirmative duty keep the Board of Directors currently informed of the address and phone number.

**Section 1.04 Special Meeting** – special meetings of members may be held at such time and place as may be designated in a notice when called by the President or a majority of the Board of Directors.

**Section 1.05 Quorum** – At any meeting of the members duly noticed, the members in attendance shall constitute a quorum for all purposes unless otherwise required by law. A member must be in good standing and be physically present to exercise voting privileges, which cannot be delegated by proxy.

**Section 1.06 Conducting Meetings** – At any meeting duly called and noticed any officer present shall call the meeting to order and act as a chairman, precedence to be given as follows: President, Vice President, Secretary, and Treasurer. In the absence of all officers, members present shall elect a chairman.

**Section 1.07 Fees and Compensation** – Members of the Association may be required to pay fees, dues, fines, assessments or other charges. Members of the Association shall receive no compensation for their services rendered with respect to the affairs of the Association, unless they are engaged by the Association as employees. Members of the Association shall receive no benefits of the Association, either directly or indirectly, except pursuant hereto.

**Section 1.08 Suspension and Expulsions** – A member may be suspended or expelled from membership in the association by a majority vote of the Board of Directors for conduct which is injurious to the best interest of the association.

## **ARTICLE II DIRECTORS**

**Section 2.01 Number and Selection of Board of Directors** – the Board of Directors shall consist of no less than five (5) nor more than seven (7) directors, elected at the regular annual meeting to serve a term of five years.

**Section 2.02 Powers of Directors** – The business and property of HWRA shall be managed by the Board of directors. They shall have the power and authority to make, amend, repeal and enforce rules and regulations not contrary to law, the Articles or these By-Laws as they deem expedient concerning the conduct, management, and activities of HWRA, including but not limited to the following: The admission, classification, qualification, suspension and expulsion of members, removal of directors and the rules and procedures for removal; the fixing and collection of dues, fees, expenditures of money; awards and prizes, conducting shows, contests, races, rodeos, clinics, social activities and other functions and all details relating to the general purpose of HWRA.

**Section 2.03 Removal of Directors** – Any director who is absent for two consecutive meetings of the Board of Directors, is automatically removed as a director without further action upon the second absence, thereby creating a vacancy to be filled in accordance with these by-laws.

**Section 2.04 Vacancy** – In case of a vacancy on the Board of Directors, whether by death, resignation, disqualification, removal, increase in number, or other cause, the President shall appoint with the boards majority approval, a qualified successor to serve the balance of the term left vacant.

**Section 2.05 Annual Meeting** – The annual meeting of the Board of Directors shall be on the last Saturday in November at a time and place determined by the President, or other remaining officer in the order of precedence, unless otherwise agreed upon by all Directors, whose consent shall be indicated by their presence at a meeting.

**Section 2.06 Special Meeting** – Special Meetings of the Board of Directors shall be held whenever called by the President or by two-thirds of the Directors when in office at a time, date, and place set forth in a notice given by actual notice, mail, or telephone at

least two days before the meeting which notice equipment may be waived by any Director. A telephone meeting will be considered acceptable, subject to the applicable notice requirements members of the board may participate in a meeting of the board by means of a conference telephone or similar communications equipment by means of which all persons participating in the meeting can hear each at the same time. Participating by such means shall constitute presence in person at a meeting.

**Section 2.07 Quorum** – A majority of Directors serving at the time shall constitute a quorum, but if at any meeting of the Board there may be less than a quorum present, a majority of those present may adjourn the meeting until a quorum shall be present.

### **ARTICLE III OFFICERS**

**Section 3.01 Designation and Selection** – The officers of HWRA shall be a president, Vice President, Secretary and Treasurer and such other officers or assistants as may be authorized from time to time by the Board of Directors. The Officers shall be elected at the annual meeting of the Board of Directors, and shall hold office for a period of one year until their successors are elected and qualified.

**Section 3.02 President** – The president shall be the chief executive officer of HWRA and shall preside at all meetings of members and directors, shall be the official communications contact and write or have written the members newsletter, shall see that the bylaws, rules and regulations of HWRA are enforced, shall perform all other duties that may be prescribed from time to time by the Board of Directors, and shall also be an ex officio member of all committees.

**Section 3.03 Vice President** – The Vice President shall have the powers and perform the duties of the president in the absence of the President and shall have the powers and perform the duties as may be prescribed from time to time by the Board, including the organization of all member events.

**Section 3.04 Secretary** – The Secretary shall keep the books and records of the association and also keep the minutes of the meetings of members and Board of Directors of HWRA and have such other powers and duties as may be prescribed from time to time by the Board of Directors.

**Section 3.05 Treasurer** – The Treasurer shall have the powers and duties of keeping the money and financial books and records of the HWRA, including but not limited to bank accounts and records of receipts and disbursements of all HWRA activities, and such other powers and duties a may be prescribed from time to time by the Board of Directors. The Treasurer shall only disburse the money of the association upon demand and authority of the Board of Directors and shall submit to the Board of Directors, through the President, a detailed report of the receipt and expenditures of the association monthly.

**Section 3.06 Assistants and Committees** – The Board of Directors may appoint one or more assistants to the Vice President, Secretary and Treasurer to have the powers and duties prescribed from time to time by the Board of Directors, subject to termination by the Board of Directors at any time. The Board of Directors may also form committees, which shall have the powers and duties prescribed by the Board of Directors subject to being dissolved by the Board of Directors at any time.

#### **ARTICLE IV AMENDMENTS**

**Section 4.01 By the Board of Directors** – The Board of Directors shall have the power to make amend and repeal the by-laws of HWRA by vote of a majority of the directors at any regular or special meeting of the Board called for that purpose.

**Section 4.02 By the Membership** – The membership may propose amending the bylaws of HWRA by submitting the proposed amendments in writing identifying the portions of the by-laws to be changed, if any; and the change or addition to be made. Proposed changes or amendments as submitted to the Board of Directors will be taken under consideration at the next scheduled meeting or call a special meeting for action.

#### **ARTICLE V ASSOCIATION RECORDS AND ACTIVITIES**

**Section 5.01 Meetings, Books, and Records Open** – The meetings of the Board of Directors shall be open to members and the books and records of HWRA shall be open for inspection by any member upon reasonable notice and request at any reasonable time and place.

**Section 5.02 Signing of Checks** – All checks, drafts or other orders for payment of money, notes of evidence of indebtedness, issued in the name of or payable by HWRA, shall be signed or endorsed by such person to persons and in such manner as shall be determined from time to time by the Board of Directors.

**Section 5.03 Executive of Contracts** – The Board of Directors, except as otherwise provided in the by-laws, may authorize any officer or agent to enter into any contract or execute any instrument in the name of and on behalf of HWRA. Such authority may be general or confined to specific instances. Unless so authorized by the Board of Directors, no officer, director, agent or representative shall have any power or authority to bind HWRA by any contract or engagement, or to pledge its credit, or to render it liable for any purpose or amount.

**ARTICLE VI  
LIABILITY AND INDEMNIFICATION OF OFFICERS, DIRECTORS, EMPLOYEES,  
AND AGENTS**

**Section 6.01 Indemnification** – No Director, officer, employee or agent of the Association and no person serving at the request of the Association as a Director, officer, employee, or agent of another association, partnership, joint venture, trust or other enterprise and no heir, executor or administrator of any such person shall be liable to the Association for any loss of damage suffered by it on account of any action or omission by him as such Director, officer, employee, or agent, if he acted in good faith and in a manner he reasonably believed to be in or not opposed to the best interest of this association, unless with respect to an action or suit by or in the right of the Association to procure a judgment in its favor, such person shall be adjudged to be liable for negligence or misconduct in the performance of his duty to this association.

**ARTICLE VII  
SEAL**

**Section 7.01 Seal** – The Association shall have no common seal of any form, but does have a logo used for printing purposes.



**ARTICLE VIII  
SERVICE OF LEGAL PROCESS**

**Section 8.01** – Service of notice or process authorized by law against the association may be made upon the President of the Association.

**Article IX  
RULES OF PROCEEDINGS**

**Section 9.01 Meeting Rules** – all meetings shall be governed according to Robert's Rules of Order insofar as the same does not conflict with these by-laws.

THE UNDERSIGNED, being the majority of the Board of Directors of the Hawaii Women's Rodeo Association, do hereby adopt the foregoing by-laws as the By-laws of said association.

Dated: Honolulu, Hawaii February 8, 2014

Bridget Napier, President  
Tricia Ann Ching, Vice President  
Moana Tupou, Treasurer  
Tanya Tadeo, Secretary

Bettie Cox, Brandy Joseph, Kali Adkins,  
Director At Large

### **CERTIFICATE**

The undersigned President of the Hawaii Women's Rodeo Association hereby certifies that the foregoing by-laws were duly adopted by the members of the Board of Directors of the Hawaii Women's Rodeo Association at a meeting duly called and held for such purpose on February 8, 2014, and that the same remain in full force and effect.

DATED: February 10, 2014

/s/ Bridget Napier, President

# HAWAII WOMEN'S RODEO RULES & REGULATIONS

## I. Dress Code and Conduct Regulations

Members are expected to dress neatly at all functions. Members are respected as individuals and the dress code is not strict. All members should use discretion. No Sneakers are allowed, must have boots with heels.

**SPORTSMANSHIP** is the most important. Any unsportsmanlike conduct reflects badly upon all involved. Do not jeopardize the reputation of another member or the Association. If a member has a problem, they should take it to the Board of Directors. If the member is a problem, the Board has the authority to handle the situation in the Association's best interest.

## II. Equipment

In the event of dissolution of the HWRA all equipment (electric timer, pole bending bases and poles, PA system, etc.) that the association has acquired over the years will be sold with the monies donated to a charitable animal related organization.

## III. Year End Award Calculation System

The calendar year for HWRA points begins Jan. 1 and ends Nov. 30. Members may count towards year-end standings only those points/monies won at HWRA approved functions. Approved are defined as:

1. All functions approved and printed in HWRA newsletter.
2. All functions must be open to all keiki and/or senior members.
3. Board of Directors has the final authority over approval system.
4. The point system in the Keiki divisions will be equivalent to the dollars won (see next page).
5. Upon multiple money winnings by one member in a designated class, the dollars won can be earned by those novice horses registered. The money pay off will remain the same.
6. Open, Amateur, and 3D classes will be open to any member of any age.

Points will be recorded as such for the following divisions:

1. Keiki Barrels Keiki Poles
  - a. The point system will be based on the amount of entries:
    - i. One (1) point will be awarded per entry.
      - ii. One (1) contestant is considered a contest, but must make a qualified ride.
      - iii. Points are guaranteed to each entry with the exception of a disqualification.

#### **IV. Divisions**

The following are divisions for which points/money will be cumulated:

Keiki Barrels	3D Barrels
Keiki Poles	3D Poles
Amateur Barrels \$300	Novice Horse Barrels \$300
Amateur Poles \$150	Novice Horse Poles \$150
Open Barrels	Master Barrels (45 and older)
Open Poles	Master Poles (45 and older)

These divisions are subject to changes on an annual basis.

#### **V. Keiki Division**

Keiki's can only run one (1) horse in the barrel or pole class.

#### **VI. Novice Division**

A horse may be entered in any Novice Class as long as their (the horse's) total money won to date does not exceed the class.

#### **VII. Awards System**

Awards will be given at the end of the year to the following:

The number of places in the standings will depend upon the number of qualifying contestants in each event by December of each year **maximum 5<sup>th</sup> place**. In case of ties in the year end standings, there will be equal awards. In order to receive a year-end award at the ceremony, the member must be present or designate someone to accept the award for them. The member must notify a Board of Director of the person they are designating. **The members must compete in 3 of 6 jackpots to be eligible for year-end awards, must work a minimum of 3 events at every jackpot entered unless the \$20 No Work fee has been paid, in addition to assisting, participating or working at one of the HWRA sanctioned fundraisers.** If work is not done a \$20 non work fee will be assessed and, qualifying points/monies towards year-end awards will be forfeited.

#### **VIII. Fundraising**

All members are asked to sell tickets or participate in all of the HWRA fundraising activities. Any member that does not turn in all of their money for fundraising activities by designated deadline will not be allowed to ride in any HWRA function until the debt is paid, and/or will be subject to all non-member fees.

## **HAWAII WOMEN'S RODEO EVENT RULES**

### **I. Barrel Racing**

Barrel Racing is a timed event around three (3) barrels in a cloverleaf pattern. Each contestant will begin from a running start, where permitted, and time will begin and end when the horse's nose crosses the starting line. An electric timer or at least two (2) stop watches will be used with the time officially indicated by the electric timer, or the time of the watch used by the official indicated by the electric timer, or the time of the watch used by the official designated timer, constitutes the official time.

The barrels will be set at least 15 feet from the fence and if the arena permits, the score line will be 60 feet from the first barrel, 90 feet from the first to second, and the third barrel will be 105 feet from the middle distance of the first to second barrel. If the arena size does not permit these specifications, measurements will be in proportion to sufficiently start and stop the contestant's horse. This course may be run to the left or right.

A five (5) second penalty will be given for each barrel knocked down. If the flagman or timekeeper fouls a contestant, they may withdraw their entry fee or run again as the last runner of the event.

A person will not be penalized for secretarial or electronic equipment malfunctions. Failure to complete the course will be a disqualification.

### **II. Novice Horse Barrels & Poles Race**

A novice horse is defined as any horse that has never won over the dollars amount specified for each novice class \$500 in barrels and \$100 in Poles. Monetary merits won in the novice classes will be accepted toward the year-end awards. All other rules applicable to the event are the same in their respective classes.

A \$10 nomination fee is due on all Novice Horses to be eligible for the year end awards.

### **III. Pole Bending**

Pole Bending is a timed event. The pattern recommended is six (6) poles to be spaced 21 feet apart, and the first pole 21 feet from the starting line. Poles will be set on top of the ground and will be six feet in height, including bases. A horse may start on either side of the poles.

Knocking over a pole constitutes a five (5) second penalty and a failure to complete the course will be disqualification. If the flagman or timekeeper fouls a contestant, they may withdraw their entry fee or run again as the last runner of the event. A person will not be penalized for secretarial or electronic equipment malfunctions.

#### IV. 3D Barrels & Poles

A knocked barrel or pole will result in a "NO TIME".

**No pulling up or purposely slowing down during a run.**

**1st Offense: Warning (verbal and written)**

**2nd Offense: and after \$25 fine. In addition, may not ride until fine is paid)**

Payouts will be as follows:

Total purse is to be divided:

50% to the 1st Division

30% to the 2nd Division

20% to the 3rd Division

The number of places in each division is based upon the number of entries as follows:

Number of Entries				
Places	0-15	16-30	31-60	Over 60
1st	60%	50%	40%	32%
2nd	40%	30%	30%	24%
3rd		20%	20%	18%
4th			10%	12%
5th				9%
6th				5%

If a contestant is the only winner in a division, they will win the entire purse for that division for the day. However, to calculate for yearend standings, only what should have been 1st place monies for that division will count towards year-end standings.

## Hawaii Women's Rodeo Association

### Jackpot Entry Fees & Payouts

Exhibition ( <i>no payout</i> )	\$ 3.00
3D Classes	\$20.00
Keiki	\$ 5.00
Open Classes	\$10.00
Amateur Classes	\$ 5.00
Novice Horse Classes	\$ 5.00
Master Classes	\$10.00
Office Fee ** ( <i>Timer Fee \$2.00, Arena Fee \$3.00, Office \$5.00</i> )	\$10.00
Late Fee **	\$10.00
Non-Member Fee **	\$25.00
No Work Fee**	\$20.00

\*\*Rider pays this only once regardless of times running.

*Please Note: As Of March 8 2014 HWRA will retain \$1.00 Barrel and Pole fee per entry in the above named classes except exhibition classes.*

Payouts Based on Entries Per Class							
# of Riders	Places	1	2	3	4	5	6
1 - 3	1	100%					
4 - 6	2	60%	40%				
7 - 9	3	50%	30%	20%			
10 - 18	4	40%	30%	20%	10%		
19 & Up	5	32%	24%	18%	12%	9%	5%