

**HIGH DESERT TEAM PENNING ASSOCIATION**  
**By-Laws**

Rev 2/23/2025

**TERMS OF OFFICE:**

Board of Directors will serve three (3) year terms. Officers will serve one (1) year term. New officers will be elected from the Board, by the Board of Directors at the beginning of each year and will have to have served at least one (1) year previously as Director. Those elected as officers will then continue to serve as directors until their terms are completed.

**2025 Terms:**

**Shannon Bohach - 775-772-6136 Expires 12/31/2025**

**Sherry Davis - 775-225-5019 Expires 12/31/2025**

**Jennifer Efstratis - 775-690-4457 Expires 12/31/2025**

**Elyas Boan - 775-762-4472 Expires 12/31/2026**

**Brian Chew - 775-691-6559 Expires 12/31/2026**

**Mike Efstratis - 775-250-2794 Expires 12/31/2026**

**Lisa Hallmark - 775-772-5525 Expires 12/31/2027**

**Jake Kellames - 775-830-1565 Expires 12/31/2027**

**Amy McDougal - 775-771-2928 Expires 12/31/2027**

**Chisum Wagner -775-848-0707 Expires 12/31/2027**

**DUTIES OF OFFICERS AND DIRECTORS:**

**PRESIDENT:** The President will preside over all meetings, including those at team events. The President will vote only to break a tie or by secret ballot. The President will coordinate with the awards committee to arrange for the year end awards. The President will make arrangements for all meeting places.

**VICE-PRESIDENT:** The Vice-President will perform all duties of the President in his/her absence. The Vice-President will also assist with entries and payoffs as needed at each event.

**EVENTS/POINTS SECRETARY:** Shall handle signups, check writing, points, and record keeping, P&L and convey web site information. This shall pay \$2.00 per team on event day. The Points Secretary will be responsible for keeping an accurate tally of all point standings throughout the year. The Points Secretary shall handle and review any point grievances.

**SECRETARY:** The Secretary will record minutes of all general membership and Board of Directory meetings. The Secretary will coordinate in the production of the monthly e-mail, which will include point standings, results of each team event and upcoming events. The Secretary will keep copies of the Treasurers reports, as well as all paperwork from each event. This position pays \$100 a month, when an event occurs. The club can engage the services of a non-board member to perform these duties, or the Events/Points Secretary can opt to perform these duties additionally.

**TREASURER:** The Treasurer will keep and maintain all bank accounts and be responsible for an accurate financial report at all meetings. The Treasurer will prepare paperwork and will provide copies of all Treasurer's reports to be available at each general membership meeting. Any expenditure of over \$300.00 must be approved by the Board of Directors, excluding event costs.

**DIRECTORS:** Directors will be responsible for bringing forth comments from association members. They will establish and organize events and assist each other and the officers as necessary. The

President will appoint arena directors for specific tasks for each event. These arena directors will chair committees made up of association members and must include one (1) junior member if possible. Directors will provide a link between association members and the Board of Directors and Officers. Directors must notify the President if they are unable to attend a general membership meeting or an event. If any Officer or Director is absent from three (3) consecutive association functions, that Officer or Director may be removed from office at the discretion of the Board of Directors. Any Officer or Director can be removed from office for cause upon a quorum vote of the remaining Board of Directors.

The Board of Directors will be responsible for voting on all proposed changes to the By-Laws and all new resolutions. A quorum of the Board of Directors is required for all changes of the By-Laws to go into effect. A Board of Director should recuse themselves from voting on any issue if they are related to or have a personal and/or financial interest in the outcome of proposed change or if they have a conflict of interest or lack of impartiality to the By-Law change. If a Board of Director is recused from a vote, the quorum needed to effect the change will be reduced by the number of Directors recused. If there is a situation where a Board of Director has not recused themselves, but any of the Board of Directors feel differently – the BOD can weigh in on any concern and can force a recusal with a 2/3 vote (minus the vote in question)

Elections to the Board of Directors will be conducted by ballot e-mailed to the general membership. Thirty days prior to the expiration of a director's term, the general membership will be notified of the open Directorship seat and nominations will be solicited. Notice will be sent via email on November 1<sup>st</sup>, with all nominations due by December 1<sup>st</sup> to be considered. Voting on nominated candidates will be open from December 1<sup>st</sup> to December 14<sup>th</sup>. Newly elected Directors terms will begin on January 1<sup>st</sup> of the following year. Ballots must be emailed no later than the date specified on the ballot to be counted.

Board of Director early resignation: If a Board of Director resigns or is removed during a term, the remaining Board of Directors will vote in a replacement to complete the term.

**Directors shall be knowledgeable of all rules and by-laws, which will be discussed and reviewed annually prior to the first event.**

**ANNOUNCER:** Only one announcer is designated for each event and will be paid \$1.50 per team.

**FLAGGER/TIMER:** The judge will raise the flag when the pen is ready. The judge will signal the beginning of the run by dropping the flag when the nose of the first horse crosses the start/foul line and the first number to be sorted will be announced. – The announcer will draw a number, which will determine the first cow to be sorted. The cattle will then be sorted increasing in sequence from that number. If two or more cows cross the line together, they are considered to be in order as long as the nose of the correct number or numbers cross the line first regardless of whether they finish crossing in that order. Cows are not counted as sorted until they are completely across the line. Also, if any part of a wrong numbered cow starts across the line it is a 'no time'. If any part of a correctly numbered cow starts across the line and then backs out it is also considered a 'no time'. The Flagger/Timer will be paid 1.00 per team.

**CATTLE BOSS:** Cattle boss duties will be to Open gate to allow herd to exit arena. Bring the next herd into the area to be sorted. Rotate herds in a manner that allows maximum amount of downtime before another use. Ensure cattle have water. Time is of the essence and may require additional help on Horseback depending on how cattle pens are situated. Cattle boss will be paid 1.00 per team.

**PAYOFF SYSTEM:** Monetary payoffs are equal to 50% of the entry fees, (Penning or Sorting) and by event, are as follows:

**OPEN / #10 HANDICAP CLASS**

Long Go – Pays 20% of purse

Average – Pays 80% of purse

- 1 – 25 teams pays (1) one place in long go- and three (3) places in the average, (50%, 30%, 20%)
- 26-30 teams pays (2) two places in long go – (60%, 40%) and (4) places in the average, (40%, 30%, 20%, 10%)
- 31+ teams pays (3) three places in long go – (50%, 30%, 20%) and (5) five in the average, (30%, 25%, 20%, 15%, 10%)

**#7 CLASS / NOVICE / JUNIORS / DRAW / WESTERN HERITAGE (ALL LEVELS & #6)**

- 1-5 teams pays 1 place
- 6-10 teams pays 2 places, (60%, 40%)
- 11-15 teams pays 3 places, (50%, 30%, 20%)
- 16-19 teams pays 4 places, (40%, 30%, 20%, 10%)
- 20+ teams pays 5 places, (30%, 25%, 20%, 15%, 10%)

**RANCH HAND**

- 50% of entry fees (gate person will not receive any pay out)
- 1-5 Teams Two places (60% 40%)
- 6-10 Teams Three places (50%, 30%, 20%)
- 11-15 Teams Four places (40%, 30%, 20%, 10%)
- 16+ Teams Five Paces (30%, 25%, 20%, 15%, 10%)

**ENTRY FEES:**

- OPEN \$ 32.50/per person per go
- #10 HANDICAP CLASS: \$27.50/per person per go
- #7 CLASS: \$22.50/per person per go
- DRAW: \$22.50/per person per go
- JR's: \$15/per junior per go
- NOVICE: \$22.50/per person per go
- #8 Ranch Hand: \$22.50/per person per go
- Western Heritage (all levels & #6): \$22.50/per person per go

**NOTE:** The Board of Directors may approve higher entry fees for special events.

**RULES OF CONDUCT:**

The Board of Directors, including President & Judge, have the right to admonish, disqualify or refuse entry to any contestant for any action of misconduct, unsportsmanlike conduct, or any action that jeopardizes HDTPA, its members, the venue, etc., or harassment of judges, show management, other members or employees. This includes such acts occurring not only in the show arena, but also those occurring anywhere on the show grounds – the warm-up area, practice pen or any other location, pre-event, during event or post-event. If the Board of Directors, in quorum, discover actions of misconduct or harassment as noted above, they can immediately bar the responsible party and horse(s) from further participation in the event and the complaint will be referred to the Board of Directors & President for investigation and consideration for further disciplinary action.

**SORTING RULES OF CONDUCT: Refer to Sorting Rules Document.**

**SAFETY/FALLEN RIDER: Refer to Sorting Rules Document.**

**DRESS CODE: Refer to Sorting Rules Document.**

**HDTPA BY LAWS:** Changes or additions to the by-laws & rules can only be made by a quorum (51%), by the Board of Directors.

**RATING COMMITTEE:** Will consist of (6) six members headed by a current Board of Director. A rating committee member must be rated a three (3) or higher. A minimum of three (3) votes for quorum. An appointed member of this committee will be available at each event. Also, a minimum of 3 committee members will be required to be at each event to rate riders. New members are required to fill out a self rating form and will be allowed to ride at their first event under this rating, unless over-ridden by the rating committee. Once the committee has reviewed the rider's rating form and watched this rider compete, they may be re-rated as necessary. Rating changes within a division: (1→2), (3→4,) (5→6) can occur anytime throughout the season. For rating changes resulting in a division change: (2→3), (4→5), the rating committee has the option to change the riders rating within the first two events that a rider has completed, beyond this the rider's number stays the same for that event season. Everyone must have a number to compete in a numbered division event. Borderline riders are given the "advantage" of the lower number. This enables that rider to ride with higher number riders.

A new member or permit rider, without a rating, will let the Secretary or Treasurer know that they have not been rated. They will then give these names to the rating committee for rating, and the rider will be notified so he/she can put his/her numbered team together.

Arena Directors will not be responsible for checking the team's numbers prior to the event. That responsibility lies with the team! The Arena Director will check your number at payoff time, and a team rated over the event limit will forfeit all money. In these cases, places and moneys will be redistributed to the next place team.

**APPEALS:** Members may appeal their official rating in writing. Appeals shall be e-mailed to HDTPA. **NO PHONE APPEALS WILL BE ACCEPTED!** Written appeals shall include the correct name, address, requested number change and a brief explanation of why an appeal should be granted. The appeal review requires a \$100 upfront deposit, made payable to HDTPA. The Rating Committee Chairman will document all appeals and will give all the information to the committee for a decision. The Rating Committee will review this rider at the next 1-2 events and if the rider is re-rated to a lower numbered rating – the \$100 will be refunded, otherwise, the \$100 will be forfeited. **NOTE:** A filing of an appeal does not guarantee a number change. Members will be notified of number changes via e-mail, or on the list on the HDTPA website.

**POINTS:** If a rider's number is changed, any points earned will stay within the division in which they were earned. Year end awards for points earned in that class will still be awarded.

**HIGH POINT AWARDS:** Each division award shall be the total dollars accumulated from each division's non-restricted classes. E.g. Juniors is a standalone class, and dollars earned in this class will not count towards any high point awards.

**ADDED MONEY:** Added money does not count toward year-end points only when equal amount of money in all events spread over the entire division. (all goes, all places).

## **CLUB GUIDELINES:**

HDTPA/Club produced event cattle charges: President to negotiate with cattle supplier for best market rate.

The Event Secretary will take care of the bookkeeping (i.e.: signups and payouts)

- There may be open checks BUT they must be signed prior to the event.
- All checks must be cashed within 90 days of the event after which they will be cancelled.
- Due to insurance regulations, waivers MUST be signed prior to the event.
- Riders must take responsibility for how many times they enter an event and must be careful not to exceed run limit per event. The rider will forfeit all money won including points and entries in that division.
- Once entry fees are paid, no refunds will be given.
- A \$20.00 administrative fee will be charged to each participant at each event.
- Riders under 16 years are waived the administrative fee.
- A \$15.00 day fee will be charged to each non-member of HDTPA. First time riders shall be granted 1 free day fee. No points are accumulated towards year end awards with the day use fee. These points will be noted with an asterisk on the points worksheet.
- If an individual enters a Draw Class and subsequently leaves the event after the Draw has started, the team affected will be moved to the bottom of the order of go and the first eligible rider to enter the Draw will be put into the vacant spot.
- The drawing of the teams will be done via computer. If there is a computer glitch the draw will be done by hand with anyone (1) Director along with the Secretary.
- If a member's check for entry fees bounces, they will also be required to pay the bank service charge for the bounced check.
- Award Guidelines: Awards will be given based on the financial ability of the club and the number of events held to be decided no later than the November meeting. To be eligible for the year end awards, the member must compete in a minimum of 3 events.
- When possible, a 72-hour advanced notice will be given to members should a decision be made to cancel an event. This decision will be made by the President and the Board of Directors.

**MONTHLY MINUTES:** Minutes will be posted on the HDTPA website and sent out to the membership asap after each meeting and will include upcoming events, meetings, monetary standings and event results.

**MEETINGS:** Board of Directors meetings will be scheduled as deemed necessary by the President.

**COACHING/SPOTTING:** Unless stated otherwise in the class description - spotting of cattle is permissible and highly encouraged. It brings more excitement to the sport and evens the playing field for all participants. Less experienced riders are encouraged to request coaching/spotting from more experienced riders.

**MEMBERSHIP DUES:** Association membership dues will be \$40.00 for the first family member and \$20 for each additional adult family member and \$10 for each child annually. To qualify for a family membership, all members should reside in the same household. Memberships must be paid prior to the start of the event for any monies won to count toward year-end awards. See Club Guidelines/Award guidelines for eligibility requirements. Dues must be paid by their first event of the season. If dues are not paid by their first event, monthly minutes will be sent, but that member will not have any voting rights.



**ESTABLISHING EVENTS:** The Board of Directors will establish and organize all events with the assistance of a committee consisting of association members & Directors.

**EVENT SEASON:** The HDTPA season will be from January 1 to December 31. The year end awards banquet will be scheduled as soon as possible.

**SORTING CLASSES:** Event categories may include:

**Western Heritage All Levels Class \$22.50:**

Team members of any age or rating may enter. Four (4) entries per person maximum; up to three (3) PICK teams, with one (1) REQUIRED DRAW entry. There is a 60 second time limit. An individual must change one (1) team member with each entry.

In this class, all standard HDTPA sorting rules will remain, with the addition of two new ones:

- a) Limited to a trot or walk by the sorter: Loping after one stride by the sorter will result in a 'no-time'. The gate person can go at any speed to defend the gate as a defensive move however they cannot lope toward or into the herd to sort cattle.
- b) Verbal noise, by either contestant, intended to influence the cattle is prohibited. Shouting by either rider to intimidate the cattle will result in a 'no-time', however, non-verbal noises such as whistling, clucking, slapping chaps, etc... are all common practices among cattlemen and are allowed. Artificial whistles are not allowed. No outside coaching.

Rotating of gatekeeper and sorter is optional. Flagger will act as judge and non-compliance with the above rules will result in being flagged out and a 'no-time' received.

**OPEN Handicap Class \$32.50:**

Team members of any age or rating may enter. Seven (7) entries per person maximum; up to Six (6) PICK teams and 1 OPTIONAL DRAW team. An individual must change one (1) team member with each entry.

There is a 60 second time limit.

**#10 Handicap Class \$27.50:**

Team members of any age or rating may enter. Teams combined rating (the individual team members ratings added together) must not exceed 10. Six (6) entries per person maximum; up to five (5) PICK teams with one (1) REQUIRED DRAW entry. There is a 60 second time limit. An individual must change one (1) team member with each entry. This is a handicapped class.

**Example for Handicap**

#5 rides with #3 = +2 second handicap

#4 rides with #2 = +4 second handicap

#3 rides with #3 = +4 second handicap

#5 rides with #1 = +4 second handicap

#5 rides with #5 = 0 handicap

**#7 Class \$22.50:**

Team members of any age may enter. Team members are limited to a rating of 4 or lower. Teams combined rating (the individual team members ratings added together) must not exceed 7. Five (5) entries per person maximum; up to four (4) PICK teams, plus one (1) REQUIRED DRAW entry. There is a 60 second time limit. An individual must change one (1) team member with each entry.

**Draw Class \$22.50:**

Team members of any age or rating may enter. Computer will perform a random draw of individual I

entries into teams. In the event of computer failure, a manual draw will be completed with one Director & the Secretary present to do the hand draw.

There will be three (3) entries per person maximum. There is a 60 second time limit.

### **Western Heritage #6 Class \$22.50:**

Team members of any age may enter. Individual rating must be 4 or lower. Teams combined rating (the individual team members ratings added together) must not exceed 6. Four (4) entries per person maximum; up to (three (3) PICK teams, with at least one (1) REQUIRED DRAW entry.) There is a 60 second time limit. An individual must change one (1) team member with each entry.

In this class, all standard HDTPA sorting rules will remain, with the addition of two new ones:

- a) Limited to a trot or walk by the sorter: Loping after one stride by the sorter will result in a 'no-time'. The gate person can go at any speed to defend the gate as a defensive move however they cannot lope toward or into the herd to sort cattle.
- b) Verbal noise, by either contestant, intended to influence the cattle is prohibited. Shouting by either rider to intimidate the cattle will result in a 'no-time', however, non-verbal noises such as whistling, clucking, slapping chaps, etc... are all common practices among cattlemen and are allowed. Artificial whistles are not allowed. No outside coaching.

Rotating of gatekeeper and sorter is optional. Flagger will act as judge and non-compliance with the above rules will result in being flagged out and a 'no-time' received.

### **NOVICE Class \$22.50:**

Team members of any age may enter. Both team members must be rated either 1 or 2. Five (5) entries per person maximum; up to (4) PICK teams, plus one (1) REQUIRED DRAW entry. There is a 60 second time limit. An individual must change one (1) team member with each entry.

### **Junior Class \$15:**

Team members 16 years of age and under at the start of the year may enter, if rated as a #1. A #2 rated junior will be assessed by the rating committee as to whether the individual has exceeded the junior level. Considerations are: success/winnings at riding in upper-level classes, horsemanship, caliber of horse, etc. Any junior rated a #3 and above is not considered Junior level and therefore cannot compete in this class.

The Junior class is a 3-person sorting class, comprised of (1) Junior and (2) adults. The Junior will do all of the sorting and the (2) adults can be of any rating acting as defensive gate persons only. (See below). Any adult in the herd or past the designated line in the arena - will disqualify the team.

This class is designed to help our Junior level riders learn the sorting aspect of the class, while being partnered with 2 adults to provide coaching and defend the gate. The Gate Horses hold the herd and turn back wrong numbered cattle while the Sort Horse is continuously in the herd to separate and cut out the correct numbered cattle in sequential order.

**Junior - The** sort horse and rider will be responsible for sorting all cattle in the correct order by working through the herd to both turn back and cut the cattle from the herd.

– This horse and rider is allowed to make both offensive and defensive moves while cutting the cattle.

**Gate Horses & Riders** – Must compete in a defensive manner only, for example....

- Must not make any aggressive moves on the object numbered cow while driving it toward the gate
- May make aggressive moves on any and all numbered cattle other than the object numbered cow.
- Cannot turn toward the object numbered cow to drive it out or increase its speed toward the gate; until cow has passed the line designated in the arena.

Gate persons do not pay an entry fee and do not receive a payout. A maximum of three (3) entries per person are allowed. There is a 75 second time limit. An individual must change one (1) team

member (gate person) with each entry. This class is a standalone class, and dollars earned in this class will not count towards any high point awards.

**RESOLUTIONS:** The club has the right to adopt resolutions for a one-year trial basis for review for that resolution (change or addition) at the end of the year. Resolutions are listed below:

**Ranch Hand Handicap Class #8, w/2 cap on Sorter \$22.50**

Team members of any age may enter. Sorter must be rated 2 or lower and will perform all sorting - No rotating positions. Gate person can be of any age or rating and will use defense maneuvers only on cattle. (See below) Must designate herd person if both riders are rated a '1 or '2'. A maximum of two (2) entries per person are allowed; (1) PICK team and (1) REQUIRED DRAW. Both riders pay entry fees. Both riders receive payouts and points will roll up to division hi-point standings and be eligible for end of year awards.

There is a 60 second time limit. An individual must change one (1) team member with each entry. Exception: In the case where the sorter and the gate person are rated a '1' or '2' - they can ride together two times if they change the designated sorter.

This class is designed to showcase two separate horse and rider abilities. The Gate Horse holds the herd and turns back wrong numbered cattle while the Sort Horse is continuously in the herd to separate and cut out the correct numbered cattle in sequential order.

**Sort Horse & Rider** The sort horse and rider will be responsible for sorting all cattle in the correct order by working through the herd to both turn back and cut the cattle from the herd.

– This horse and rider is allowed to make both offensive and defensive moves while cutting the cattle.

**Gate Horses & Riders** – Must compete in a defensive manner only, for example...– May make aggressive moves on any and all numbered cattle other than the object numbered cow.

– Cannot turn toward the object numbered cow to drive it out or increase its speed toward the gate; no scooping. Note: This is a 2-person class – therefore there is no designated line as noted in the Junior class. The cow must go freely through the gate without any offensive move by the gate person.