

Standing Rules of G.S.G.R.A. – BAY AREA CHAPTER, INC.

A CALIFORNIA NON-PROFIT CORPORATION

ARTICLE I. BOARD OF DIRECTORS

RULE I-1. OFFICER RESPONSIBILITIES

1. PRESIDENT

- a. The President shall, subject to the direction Board of Directors (Board), have the following powers and duties:
 - i. Preside at all regular and special meetings of the Chapter and the Board and to call all such meetings to order.
 - ii. Direct, subject to the advice and direction of the board, the planning of the meetings and functions of the Chapter.
 - iii. Appoint all standing and special committee chairs and members unless otherwise provided, subject to approval of the Board.
 - iv. Serve as the official representative or appoint an official representative of the Chapter.
 - v. Promote the interests and purposes of the Chapter and to be responsible for the progress and work of the Chapter.
 - vi. Sign contracts and other instruments connected with the business affairs and professional activities of the Chapter upon prior approval of the Board.
 - vii. Act as an ex-officio member of all committees. Shall not be the chairperson of any appointed committee with the exception that they may serve as chairperson of a specially convened task force committee.
 - viii. Serve as a member of the Board of Directors in the year following the term of office.
 - ix. Perform other duties as may be directed by the Chapter, Board or Bylaws.

2. VICE PRESIDENT OF ADMINISTRATION

- a. The Vice President of Administration shall, subject to the direction Board, have the following powers and duties:
 - i. Serve as an assistant to the President in all duties of the President and to assume the corresponding duties in absence of the President.
 - ii. Assume those duties delegated by the President.
 - iii. Act as an ex-officio member of all standing committees and special committees
 - iv. Oversee and direct the activities the Chapter Mr., Ms., Miss Title Holders
 - v. Establish meeting locations for Chapter and Executive Board meetings, as directed by the board
 - vi. Ensure the orderly transfer of Chapter records and assets from outgoing officers to newly elected officers.
 - vii. Manage the usage and acquisition of any Chapter Assets.
 - viii. Perform other duties as may be directed by the, Chapter, Board or Bylaws.

3. VICE PRESIDENT OF RODEO OPERATIONS

- a. The Vice President of Rodeo Operations shall, subject to the direction Board, have the following powers and duties:
 - i. Assume those duties delegated by the President.
 - ii. Serve as the liaison between the Board and the Rodeo Committee Chairperson (Rodeo Director)
 - iii. Serve as the liaison between the Board and the Rodeo Committee
 - iv. Act minimally as an ex-officio member of all rodeo related standing and special committees of the Chapter.
 - v. Assist with overseeing the budget of the rodeo in cooperation with the Chapter Treasurer and the Rodeo Committee Chairperson (Rodeo Director).
 - vi. Establish a budget variance in conjunction with the Chapter Treasurer and Rodeo Committee Chairperson (Rodeo Director) for the rodeo budget
 - vii. Perform other duties as may be directed by the, Chapter, Board or Bylaws.

4. SECRETARY

- a. The Secretary shall, subject to the direction Board, have the following powers and duties:
 - i. Assume those duties delegated by the President.
 - ii. Maintain an accurate list of all standing and special committees, committee directors and personnel
 - iii. Provide, within thirty (30) days of the Annual Meeting, a list of newly elected Chapter officers to the GSGRA President.
 - iv. Provide, within thirty (30) days of the Annual Meeting, a current list of the Board of Directors and a copy of the adopted Bylaws and Standing Rules to the California Secretary of State.
 - v. Provide, within ten (10) days of their election, a list of Chapter representatives and alternates to the GSGRA President.
 - vi. Accurately record the proceedings of all meetings of the Chapter and Executive Board
 - vii. File such reports as provided in the Bylaws with the GSGRA.
 - viii. Give, or cause to be given, notice of all meetings of the Board and the Chapter as required by the Bylaws.
 - ix. Keep the Bylaws, Standing Rules and other regulation documents current and available to the board and the membership.
 - x. Ensure that the GSGRA, the IGRA, and other organizations, as applicable, are kept aware of the current postal address, email address, and phone number of the Chapter.
 - xi. Hold, or cause to be held by another executive officer, the key or combination to the postal mailbox for the Chapter.
 - xii. Act minimally as an ex-officio member or chairperson of the Membership and the Archive committees.
 - xiii. Act as parliamentarian unless a parliamentarian is designated by the President prior to the meeting

- xiv. Understand and be versed in the current adopted version of Robert's Rules of Order, Chapter Bylaws, Chapter Standing Rules, and all Chapter procedural documents and processes.
- xv. Perform other duties as may be directed by the, Chapter, Board or Bylaws.

5. TREASURER

- a. The Treasurer shall, subject to the direction Board, have the following powers and duties:
 - i. Assume those duties delegated by the President.
 - ii. Produce an operating budget for the Chapter.
 - iii. Work with the Vice President of Rodeo Operations and the Rodeo Committee Chairperson (Rodeo Director) to develop and oversee a budget for the Rodeo Committee.
 - iv. Establish a budget variance in conjunction with the Vice President of Rodeo Operations and Rodeo Committee Chairperson (Rodeo Director) for the rodeo budget.
 - v. Exercise general supervision over the receipts and disbursements of the funds of the Chapter.
 - vi. Work with an external auditor, on request of the Chapter or Board of Directors, should an audit be requested.
 - vii. Deposit all money and valuables in the name and to the credit of the Chapter in such depositories as may be designated by the board.
 - viii. Pay or direct the payment of all bills of the Chapter and to keep a record of same according to generally accepted accounting principles.
 - ix. Submit a report of receipts, expenditures and condition of assets at each regular Chapter meeting and at such other times as may be directed by the Board.
 - x. Maintain custody of all Chapter assets.
 - xi. Prior to end of term or exiting office, must file Chapter Taxes, and may not be released from office until a new Chapter Treasurer is elected. If a new Chapter Treasurer is elected prior to the end of a fiscal year, the outgoing Chapter Treasurer must provide all necessary advice and assistance to any newly elected Chapter Treasurer in filing Chapter Taxes for a current fiscal year before the outgoing Chapter Treasurer's duties are fulfilled.
 - xii. Act minimally as an ex-officio member or chairperson of the Fundraising committee.
 - xiii. Perform other duties as may be directed by the Chapter, Board or Bylaws.

ARTICLE II. COMMITTEES

RULE I-1. COMMITTEE APPOINTMENT

- 1. Refer to Bylaws Article IX, Section IX-1 on Appointment.

RULE I-2. COMMITTEE ROLES AND RESPONSIBILITIES

- 1. ARCHIVAL COMMITTEE

- a. The Archival Committee works under the direction of the Chapter Vice President Administration, and has the following duties:
 - i. Maintain a historical record of Chapter and Rodeo activities
 - ii. Perform other duties as may be directed by the President, Chapter, Board or Bylaws.

2. BRANDING AND COMMUNICATIONS COMMITTEE

- a. The Branding Committee works under the direction of the Chapter President, and has the following duties:
 - i. Maintain the Chapter website in a presentable condition with current and accurate information.
 - ii. Maintain the Chapter hot line with current and accurate information
 - iii. Ensure the timely submission of information to the State for inclusion in each month's issue of the newsletter (The Chute).
 - iv. Develop material for use to advertise and promote Chapter activities, including: membership drives, fundraising events, rodeo events, and such other activities as may be designated by the board.
 - v. Perform other duties as may be directed by the President, Chapter, Board or Bylaws.

3. BYLAWS AND STANDING RULES COMMITTEE

- a. The Bylaws and Standing Rules Committee works under the direction of the Chapter Vice President Administration, and has the following duties:
 - i. Ensure that a review of the Bylaws and Standing Rules is conducted, on at least an annual basis, to ensure that all information included therein remains current and accurate.
 - ii. Perform other duties as may be directed by the President, Chapter, Board or Bylaws.

4. COMMUNITY OUTREACH

- a. The Community Outreach Committee under the direction of the Chapter Vice President Administration, and has the following duties:
 - i. Actively promote the Chapter and Rodeo activities in the community
 - ii. Maintain relationships with Chapter designated partner groups.
 - iii. Perform other duties as may be directed by the President, Chapter, Board or Bylaws.

5. EDUCATION COMMITTEE

- a. The Education Committee Chair works under the direction of the Chapter President, and has the following duties:
 - i. Develop and execute activities, as approved by the board, designed to educate both Chapter members and the general public on the functions, activities and events of the Chapter in specific, and the GSGRA and IGRA in general.

- ii. Ensure that activities during the year help the Chapter maintain a 501 (c) 3, educational nonprofit status.
- iii. Educate on rodeo sport safety concerns, issues and guidelines.
- iv. Perform other duties as may be directed by the President, Chapter, Board or Bylaws.

6. FUNDRAISING COMMITTEE

- a. The Fundraising Committee Chair works under the direction of the Chapter Treasurer, and has the following duties:
 - i. Schedule, staff, and execute fundraising activities as approved by the board.
 - ii. Develop new methods and events for raising funds for the Chapter utilizing an overall guideline of minimizing fundraising events while maximizing their return.
 - iii. Perform other duties as may be directed by the President, Chapter, Board or Bylaws.

7. MEMBERSHIP COMMITTEE

- a. The Membership Committee Chair works under the direction of the Chapter Secretary, and has the following duties:
 - i. Maintain an accurate roster of the membership of the Chapter.
 - ii. Maintain an electronic mailing list of chapter members only which is to be used exclusively for promoting officially sanctioned Chapter events and activities.
 - iii. Actively promote membership in the GSGRA Bay Area Chapter
 - iv. Perform other duties as may be directed by the President, Chapter, Board or Bylaws.

8. RODEO COMMITTEE

- a. The Rodeo Committee Chair (Rodeo Director) works under the direction of the Chapter Vice President Rodeo Operations, and has the following duties:
 - i. Coordinate the annual rodeo produced by the Chapter.
 - ii. Ensure the appointment of all applicable directors and chairs for each of the relevant areas (i.e. hotel director, volunteer coordinator, etc.).
 - iii. Ensure the Chapter and the board are kept fully apprised of all substantive aspects of the planning for the event.
 - iv. Schedule and facilitate rodeo roundtable meetings and to maintain minutes of all such meetings. All such minutes will be filed with the Chapter Secretary within ten (10) days of each meeting.
 - v. Ensure the publication of all rodeo roundtable meetings, as required by the bylaws.
 - vi. Work in conjunction with the Vice President of Rodeo Operations and Chapter Treasurer to develop, maintain and adhere to a budget for the rodeo income and expenditures.
 - vii. Seek approval from Chapter Treasurer and Vice President of Rodeo Operations for all expense items not included in budget, or expense items that

are above an approved budget variance set with the Chapter or Board of Directors.

- viii. Ensure that the rodeo is produced in compliance with all applicable laws, rules and regulations of the State of California, IGRA, GSGRA and the Chapter.
- ix. Perform other duties as may be directed by the President, Chapter, Board or Bylaws.

9. MR., MS., MISS, MsTER BAY AREA RODEO AND DANCE COMMITTEE

- a. The Mr., Ms., Miss, MsTer Bay Area Rodeo and Dance Committee works under the direction of the Vice President Administration, and has the following duties:
 - i. Actively recruit for and hold an annual title contest for Mr., Ms., Miss, MsTer Bay Area Rodeo as described in the Standing Rules under Article III.
 - ii. Actively promote country western dance activities as sponsored by the Chapter within the community.
 - iii. Perform other duties as may be directed by the President, Chapter, Board or Bylaws.

ARTICLE III. MR., MS., MISS, MsTER BAY AREA RODEO COMPETITION

RULE I-1. RULES

1. CONTESTANT ELIGIBILITY

- a. For the purposes of competition within GSGRA-BAC, any contestant is eligible to compete under the gender classification with which the individual identifies. The terms Mr., Ms., Miss, MsTer and other gender identifying words used throughout these competition rules refer to the contestant's personal gender identification as indicated on the Contest Entry Form.

2. SCORING

- a. High and low scores from each category will be thrown out and the remaining scores totaled.
- b. In the event of a tie, high and low scores from each category will be added in to break the tie.
- c. In the event a tie still exists, the highest interview score breaks the tie.
- d. Scoring Process
 - i. Score sheets for each contestant are calculated for scores in each category.
 - ii. Total scores are added up and then Fundraising and Horsemanship scores are included.
 - iii. Contestant must receive a minimum of 70% of the total possible score to be a contender for title. This is calculated by:
 - 1. Totaling the scores
 - 2. Take the total score and divide it by the total points available giving you the raw percentage
 - 3. Multiply the raw percentage by 100 and round to the nearest full number.

- iv. Contestants not meeting the 70% or greater rule are not eligible to win the title.
- e. Possible Points
 - i. Personal Interview 50 points
 - ii. Entertainment 25 points
 - iii. Western Wear 25 points
 - iv. Public Presentation 25 points
 - v. Horsemanship 25 points
 - vi. Fundraising 50 points

3. JUDGING

- a. MR/MS/MISS/MsTER contestants will be judged in three (3) segments of competition:
 - i. Western Wear and Public Presentation
 - ii. Personal Interview
 - iii. Entertainment
- b. Entertainment, western wear, and public presentation will be open to the public. The personal interview segment will be closed to the public. Horsemanship videos may also be played for the public's viewing at the discretion of the contest coordinator or VP Administration.
- c. Scores from each category will be accumulated and contestants receiving the most points will receive the titles. If no contestant in a particular division receives a minimum of 70% of the available points, the award can still be given at the discretion of the VP of Administration and the President.

4. COMPETITION GUIDELINES

- a. Personal Interview
 - i. Judges will be looking for: Poise; Confidence; Familiarity with gay rodeo, GSGRA Bay Area Chapter, and its benefits to the gay community at large
 - ii. Casual western wear (MISS must appear in male attire)
 - iii. Interview will be conducted privately.
 - iv. The current GSGRA Bay Area Chapter VP of Administration or contest coordinator will determine questions.
 - v. All contestants will be asked the same questions and judged by the same judges.
- b. Entertainment
 - i. Talent competition will be a presentation of a "show" routine that is country/western in nature.
 - ii. The following guidelines will apply:
 - 1. Performance length should be a maximum of five (5) minutes. Exceeding the time limit will result in a five (5) point per minute penalty or portion of a minute per judge. The contest coordinator will record times on the score sheets.
 - 2. Music selection (if any) should be on a CD that is clearly marked with the name and track number of the material being used.

3. The audience will be asked not to tip during presentation. Accepting tips, if offered, may result in a point deduction from the judges.
- c. Western Wear
 - i. Contestants will model contemporary formal or casual western fashions such as could be found in today's western wear catalogues or in quality western store.
 - ii. MISS may not wear stage costumes for the western wear competition.
 - iii. All contestants must turn in their western wear description prior by the specified contestant call time on the evening of competition.
 - d. Public Presentation
 - i. Each contestant will be asked one (1) question on stage and will be judged on the following: Poise; Stage Presence; Content of Answer; Confidence
 - ii. Questions will be fun in nature and will be determined by the current GSGRA Bay Area Chapter VP of Administration and/or contest coordinator.
 - e. Horsemanship
 - i. All contestants will be required to submit a video of themselves on a live horse. The video should be a minimum of two minutes in length and should show the contestant walking, running and trotting the horse.
 - ii. Videos can be edited and may include a soundtrack.
 - iii. This video may be shown during the public presentation part of the competition or at another public event where contestants are present.
 - iv. The contestant will receive 25 points if all the above requirements are met, failure to turn a video according to the published contest schedule will result in 0 points in this area.
 - f. Fundraising
 - i. All contestants are required to host a fundraiser in their name to benefit the GSGRA Bay Area Chapter — a 501(c)(3) organization.
 - ii. A minimum of \$100 must be raised.
 - iii. The fundraiser must happen after according to the published contest schedule.
 - iv. Contestants are required to notify the VP of Administration in advance of the event, no less than 7 days prior to the event.
 - v. A member of the Board of Directors, the VP Administration or the contest coordinator will attend the scheduled event to collect any funds that are raised.
 - vi. The contestant will receive 50 points if above requirements are completed.
 - vii. No points will be awarded if requirements are not met.

5. TITLE HOLDER REQUIREMENTS

- a. Individuals holding the title of Mr., Ms., Miss or MsTer Bay Area Rodeo will be required to fulfill the following duties during their title year. The title year will begin upon award of the title during the crowning ceremony and will conclude at the step-down ceremony in the following year. Failure to fulfill these duties will require the forfeiture of the title and immediate return of all awards received in conjunction with the title (e.g., sash, buckle, crown).
- b. In the event that a title is forfeited during the title year, the 1st Runner Up in that division (if any) will step up to fill the position and will be expected to fulfill these duties to the best of their ability.

- c. Attend all functions on rodeo weekend
 - i. Crowning
 - ii. Grand Entry
 - iii. Awards Ceremony
 - iv. Hotel parties
- d. Participate with GSGRA in the San Francisco and San Jose Pride Parades/Festivals
- e. Attend a minimum of three (3) GSGRA Bay Area Chapter meetings.
- f. Actively participate in the efforts of the Bay Area Chapter's Fundraising, Mr/Ms/Miss/MsTer and Dance, and Community Outreach Committees.
- g. Raise and donate a minimum of \$500 to a 501(c) non-profit organization. Written verification of the money donated should be obtained.
- h. Try to attend other GSGRA rodeos.
- i. Promote and help recruit new contestants for the subsequent year's Contest.
- j. Attend the step-down/crowning ceremony at the following year's rodeo.
- k. Remain a member in good standing of GSGRA affiliated with the Bay Area Chapter.

CERTIFICATE OF SECRETARY

I, the undersigned, certify that I am the presently elected and acting Secretary of G.S.G.R.A. – BAY AREA CHAPTER, a California non-profit corporation, and that the above Standing Rules, are the Standing Rules of the Corporation as adopted at the meeting of the Members held on December 13, 2009. I certify the above to be true and correct to the best of my knowledge.

Date

Secretary

History of Modifications

12/13/2009

Updated all royalty references to include "MsTer" where applicable.