



*New Mexico Gay Rodeo Association*



# **NMGRA STANDING RULES**

## **ARTICLE I: RULE #1: MEMBERSHIP**

### **SECTION 1: Membership Dues and Fees:**

#### **A. Active Individual Membership**

- 1.** In-State members = \$30.00 Annual Dues.
- 2.** Out-Of-State members = \$20.00 Annual Dues.

#### **B. Corporate Membership**

- 1.** \$100.00 Annual Dues

#### **C. Dues and Fees Acceptance**

- 1.** All dues and fees are non-refundable with the only exception being the non-acceptance of membership status by the general membership.

#### **D. Initiation Fees**

- 1.** All new members will be required to pay a one-time Initiation Fee of \$12.00 to cover the cost of name badge and hat pin.
- 2.** Initiation fee does not apply to Corporate Memberships.

#### **E. Optional Scholarship**

- 1.** Persons on disability or low-fixed income may apply for an Optional Scholarship to help cover a portion of their annual dues.

#### **F. Expiration of Membership**

- 1.** All classes of Membership will be for one year, beginning on the first day of the month in which the application was approved by the General Membership.
- 2.** A one-month grace period is allowed on dues

**3.** Individual member is responsible for knowing his/her term of membership.

**G.** Standing in NMGRA

**1.** Membership will be held in "Not in Good Standing" if:

**a.** An Officer or Committee Chair has not coordinated the transfer of NMGRA property and information with their predecessor within 30 days.

**b.** Membership dues are not up to date.

**2.** Membership may be changed after:

**a.** The reason(s) for "Not in Good Standing" status have been remedied

**b.** The Membership has made a recommendation to the General Membership

**c.** The General Membership has voted the member back into Good Standing

**SECTION 2:Privileges/Requirements**

**A.** Voting Privileges

**1.** Only current, paid members may cast a vote.

**2.** Absentee ballots will be allowed only for the annual election of officers.

**B.** Rodeo Participation

**1.** Only current, paid members whose membership information has been verified will be allowed to compete in IGRA sanctioned rodeos.

**2.** A temporary membership, valid for no more than sixty (60) days, may be granted upon majority approval of the Executive Board, to any individual wishing to compete, as a member of the NMGRA, until their application can be brought before the next General Membership meeting for final approval.

**C.** Membership Information

**1.** All members are required to keep their membership information updated with current mailing address and phone number(s) and other pertinent information.

**2.** All corporate members have the option to include the words: CORPORATE MEMBER OF THE NEW MEXICO GAY RODEO ASSOCIATION or NMGRA on any advertisement.

**3.** Members whose renewal fees are more than thirty (30) days overdue will be placed on inactive status and if after one (1) year, dues have not been paid, inactive member(s) must re apply for membership. An inactive member, who pays their dues, will have their membership year begin on the first day of the month in which they pay.

## **ARTICLE II: RULE #2: NMGRA ROYALTY STANDING RULES**

### **SECTION 1: Pre Registration**

**A.** Royalty competition information/registration packets will be made available thirty (30) days prior to close of registration day. Packets shall include copies of Royalty Standing Rules, Competition Guidelines, Judges sheets, Horsemanship pattern and tentative competition schedule.

**B.** Perspective candidates can obtain information from current Royalty, who are required to make themselves available for consultation.

**C.** It is recommended candidates also collect information needed for competition by attending out of town rodeos, working the Zia Regional Rodeo, IGRA convention and IGRA Finals Rodeo/Royalty Competition.

### **SECTION 2: Registration**

**A.** All candidates must be an active member of NMGRA and reside in the State of New Mexico for at least thirty (30) days before the competition.

**B.** All entries must be submitted to a member of the Royalty Committee not less than thirty (30) days before the competition.

**C.** All entries must include a non-refundable entry fee of \$25.00. This can be paid by the candidate, a sponsor as part of an independent fundraiser for NMGRA. This fee will be used toward expenses of sashes and event programs.

### **SECTION 3: Competition**

**A.** Current Royalty are required to set up competition dates, location and schedule sometime between November 1 and November 30 of the calendar year.

### **SECTION 4: Judges**

**A.** Judges panel must consist of no less than five (5) and no more than nine (9) members (odd number). Consideration should be made to include both male and female; gay and straight if possible.

**B.** Recommended composition of judges panel is as follows:

**1.** NMGRA Trustee

2. Representative of a local AIDS organization
  3. Representative of IGRA (i.e. past or present IGRA Board, Royalty or Trustee)
  4. Representative with knowledge or experience on horsemanship
  5. Representative with knowledge or experience in entertainment
- C.** Judges orientation meeting must be set sometime prior to the competition. Information at the meeting should include the following:
1. Review the judges' sheets and competition rules and guidelines.
  2. Sharing of category information and knowledge.
  3. Selection of interview questions:
    - a. Current Royalty, NMGRA Board and Judges should submit questions.
    - b. Questions should consist of knowledge of NMGRA, IGRA, Rodeo events and personal commitment to the organization.
- D.** Judges shall use standardized scoring sheets. (Exhibits 2-7). Included for judges should also be a copy of the horsemanship pattern (Exhibit A), guidelines (Exhibit B) and a copy of judges' guidelines for each category.

### **SECTION 5: Tabulation Guidelines**

- A.** The Tabulation Committee will be made up of three (3) individuals and a score sheet runner, appointed by the current Royalty. NMGRA Trustee or alternate will verify final results.
- B.** Each contestant's high and low scores in each category are dropped and the remaining scores added to decide the final score per category. The five category scores are added, per contestant, with the highest total score winning the title.
- C.** In the event of a tie, the high and low scores in each category are added in for those candidates involved breaking the tie, Should a tie still remain, the highest total interview score breaks the tie.

### **SECTION 6: Competition Guidelines**

- A.** Categories and point values:
1. Personal Interview = 50 points all candidates
  2. Western Wear = 25 points all candidates

**3.** Entertainment = 25 points all candidates

**4.** Horsemanship = 25 points all candidates

**5.** Public Presentation = 25 points all candidates

**B.** Interview will be set for the day of competition will be closed to the public. Western Wear, Entertainment and Public Presentation are set for an evening show open to the public. Horsemanship competition will be judged from video tapes in a private viewing for judges. Tapes must be turned into the Competition Committee on the evening prior to the competition.

**C.** The Competition Committee shall be made up of the current Mr./Ms./Miss/MsTer NMGRA, NMGRA Vice-President and NMGRA Trustee. If any of the individuals are candidates, the Board will appoint an alternate.

**D.** Each candidate must fully compete in all categories of competition. (i.e. must use a real horse in the horsemanship competition.) Failure to compete in all categories will result in disqualification from the entire competition.

**E.** Candidates must adhere to any special instructions regarding the competition given at any Candidates meetings, with no exceptions.

## **SECTION 7: Category Guidelines**

### **A.** Personal Interview

#### **1.** Personality

**2.** Plan of Action: A one-page outline/resume type information sheet. It must include name(s) an outline of plans for Royalty, Fundraising and Public Outreach. It should also include any past or current Civic and Rodeo involvement. The Candidate must supply twelve copies at the interview.

**3.** Knowledge of IGRA and NMGRA's benefits to the gay community and the individual's suitability and sincerity as a representative.

**4.** Casual Western Wear (Miss must appear in male attire).

**5.** Communication skills and content of answers.

### **B.** Western Wear

**1.** Model contemporary western fashions such as could be found in today's western fashion catalogs or in a quality western store.

**2.** Miss must model female attire, but not stage costumes.

**3.** Poise, modeling presentation, suitability, style and fit general

**4.** Appearance.

**C.** Entertainment - Talent competition will be a presentation of a "show" routine that is country western in nature.

**1.** Five (5) minute time limit.

**2.** Any recorded material used must be on a cassette tape (cued and side marked) or CD (clearly marked with name and number of selection). The material must be submitted to the Competition Committee on the evening prior to the competition and the contestant by doing so commits to use the material submitted for the entertainment portion of the competition.

**3.** Presentation shall be done solo.

**4.** Audience will be asked not to tip during presentation.

**5.** No props will be allowed, unless determined a necessity for the type of entertainment chosen. Props are any item not worn as part of the costume during the performance. Pre-approval of all questionable items must be obtained from the Competition Committee. Microphones can be used only if the performance is live singing or speaking.

**D.** Public Presentation:

**1.** Contestant will be asked one question on stage and will be judged on the following:

**a.** Poise

**b.** Stage presence

**c.** Content of answer

**d.** Confidence

**e.** General presentation

**2.** Question(s) will be related to gay rodeo, AIDS awareness and education or the gay community as a whole. Questions will be chosen by current royalty and judging panel.

**E.** Horsemanship:

- 1.** These rules are basically the same rules governing the modified reining pattern of the American Quarter Horse Association as amended and approved by IGRA.
- 2.** Judging is to be based generally on the modified reining pattern in the American Quarter Horse Association Handbook. A contestant's performance shall be submitted on a standard VHS tape and shall consist of one (1) unedited continuous performance from one (1) camera. Video tape must be cued at the start point of the performance and viewed one time only by the judges. It is the contestant's responsibility to insure his/her tape is properly cued.
- 3.** The contestant rider will be judged on ability to control mount. Contestant must demonstrate poise, confidence, sportsmanship and showmanship.
- 4.** The Miss contestants complete this portion of competition in male attire.
- 5.** A hackamore, curb or snaffle bit is permissible. Chain curbs are permissible, but must be at least one-half inch (1/2") in width and must lie flat against the lower jaw of the horse with a two (2) finger allowance between jaw and chain. No wire curbs, regardless of how padded or covered, nor any chain strap narrower than one-half inch (1/2") will be permitted.
- 6.** The following pattern and routine are prescribed. It is essential that judges and riders adhere to it. (Refer to Exhibit A for pattern.)
- 7.** Begin pattern at the end of a defined area comparable to IGRA, standard arena. The pattern begins with contestant mounted and walking horse to the first recommended change area.
- 8.** At recommended change, mounted contestant should be in a trot until next recommended change area.
- 9.** At recommended change, mounted contestant should change from trot to lope until the next recommended change area.
- 10.** At recommended change, mounted contestant should break from a lope to a trot and turn towards center of arena.
- 11.** Upon reaching center of arena, mounted contestant should stop and back their mount five (5) feet.
- 12.** The rider may ride with reins in the style in which he/she has been taught. Rider may change hands as necessary.
- 13.** Riders' hands shall be clear of horse and saddle while horse is in motion. Riders' free hand may be resting on riders' thigh while horse is in motion.
- 14.** Romals, quirts crops, if worn or carried may not be used.

**15.** The contesting horse must be properly groomed and in sound condition. All equipment used must be in good and safe repair.

## **SECTION 8: Responsibilities**

**A.** Upon assuming their respective titles, Mr./Ms./Miss/MsTer NMGRA will become co-chairs of the Entertainment and Fundraising committee and members of the Zia Regional Rodeo committee, with runners-up serving as committee members (as stated in NMGRA Bylaws [Article VIII, Section 1, B & D]).

**B.** To help organize and host the following years the Mr./Ms./Miss/MsTer Contest, Zia Regional Rodeo, NMGRA Dance Competition Royalty Competition, candidate and judges meetings.

**C.** Winners will represent NMGRA for one rodeo year (November 1st through October 31st). Winning represents a possible two-year commitment.

**D.** Each title-holder must raise a minimum of \$500 dollars for a 501(C) non-profit organization to retain title and remain eligible to compete at the IGRA Royalty Competition. In addition, a minimum of one fundraising event for IGRA prior to application deadline is required. Monies in the royalty funds shall be retained in the NMGRA General Account.

**1.** All monies, donations and tips raised at all NMGRA events, shows and step-downs must be turned over to the Treasurer's possession within 48 hours of receipt of said monies and be retained in the Royalty Fund of the NMGRA General Account.

**E.** In coordination with the public Relations/Media Director, Royalty shall serve as spokesperson for NMGRA, always keeping the organization's image and best interest in his or her mind.

**F.** Royalty are required to attend a minimum of two out of state rodeos, the Zia Regional Rodeo and IGRA Finals. In addition, should if possible, attend any other rodeo related events and IGRA Convention.

**G.** Royalty must compete as NMGRA representative for the following IGRA Royalty Competition. The one-hundred dollar entry fee will be paid by NMGRA.

**H.** Royalty buckles and sashes are the financial responsibility of NMGRA in the event that there is not a sponsor. It is the responsibility of current royalty to seek sponsorship for the buckles.

**I.** Royalty title-holders will be awarded a Royalty Buckle. Title-holders and runners-up will have the honor of wearing the sash for that title. Sashes and Crown are the property of NMGRA. At the completion of responsibilities and rodeo year, Royalty will be awarded the sashes. The crown shall be a rotating crown and passed on to the following year's Miss representative. Financial responsibility for a replacement crown, if needed, is that of the Royalty.



**J.** Dependent on the number of candidates each category (Mr./Ms./Miss/MsTer) will have a title-holder and first runner-up.

**K.** All results of the Mr./Ms./Miss/MsTer competition will become a matter of corporate record will be made available after announcement of winners. Results will also be distributed to candidates within 30 days after competition.

**L.** Cost incurred for travel, lodging, etc., with the exceptions listed in standing rules, is the sole responsibilities of the title-holders.

**M.** Past royalty must make itself available to future royalty for guidance.

**N.** In the event a title-holder is unable to complete all responsibilities of his/her title before IGRA competition deadline, the title will then be passed to their runners-up. Runners-up should be prepared to accept all the responsibilities of his/her title or forfeit. In the event there is no representative for that title, at the board's discretion, the title can be passed to former royalty.

**O.** All title-holders must reside in the state of New Mexico for the duration of their reign. Failure to do so will result in the revocation of their title. A title-holder may petition the Board for a variance of this rule.

**P.** Mr./Ms/Miss/MsTer NMGRA may not seek or accept any other titles in any other organization during their reign.

**Q.** Failure to comply with rules governing Mr./Ms/Miss/MsTer can result in revocation of title.

## **SECTION 9: Revocation Procedures**

**A.** Any member of current Royalty or current Board may initiate revocation procedures.

**B.** Revocation petition must be in writing indicating specific examples of failure to conform to obligations as set out in these standing rules.

**C.** Time and date is to be set by Board for examination of petition and presentation of rebuttal, if any.

**D.** A larger than two-thirds vote of board members present (quorum) is required for revocation.

**E.** Royalty member(s) in question will not have a vote during revocation procedures.

**F.** Absentee ballots will not be allowed for revocation procedures.

# **ARTICLE III: RULE #3: AUDIT COMMITTEE STANDING RULES**

## **SECTION 1: Procedures**

- A.** Checks over \$50.00 should have the approval of two (2) or more board members, other than the Treasurer. Checks under \$50.00 should require only one (1) board member's signature.
- B.** Treasurer should not be authorized to approve payment of invoices.
- C.** Separate financials are to be done on all three accounts. (NMGRA, Zia Rodeo and Royalty Fund)
- D.** Quicken software should be purchased by the association and passed down to all future Treasurers.
- E.** Income/Expense reports are to be used for all fundraisers, no exceptions, to be completed by the fundraiser head.
- F.** Establish proper accounting procedures for daily petty cash fund.
- G.** There should be absolutely no split accounting.
- H.** Computer generated reconciliation report to be run on all three (3) accounts and should balance back to the bank statement and check register.
- I.** Any member that has association money to be deposited in their possession shall make sure that said monies are turned over to the Treasurer within 48 hours of said members possession.

## **SECTION 2: Reimbursement Procedures**

- A.** Recipient must have completed check request form with description, receipts and authorization of two board members.

## **SECTION 3: Petty Cash Procedures**

- A.** All seed money will be returned to petty cash funds, separate from revenue received.
- B.** No cash payouts to vendors or officials will be made from any petty cash fund.
- C.** Petty cash vouchers are to be used on all cash disbursements.
- D.** Petty cash is to be reimbursed by the NMGRA account on a monthly basis.

**E.** Any member who has received petty cash from the Treasurer shall return petty cash to Treasurer within 48 hours.