

# Victorian Roses Ladies Riding Society Bylaws

## Jan 2012

### Requirements for Membership

1. All members must be 18 or older. All members are by invite-only. All members must pay \$50 for dues/insurance and submit dues to the San Diego chapter. All members must take the quiz.
2. "Charter Members" are those members that belong to San Diego chapter and are the start-up members of the organization. They do not need to fulfill a "budding" period or submit an essay but must still fill out an application and take the quiz. Charter members in good standing have full voting rights.
3. "Chapter Members" are those members that belong to their respective chapter, be it San Diego or other counties/ states. Chapter Members have had a personal invitation to join the VRLRS and have accepted it. Chapter members in good standing have full voting rights.
4. "Budding Roses" are new, potential members who have not yet been invited. After attending at least 2 meetings, Budding Roses may be asked to fill out an application and submit it with an essay telling the VRLRS about themselves and why they want to be considered. (short, 500 word max). A Budding Rose will be assigned a mentor. (see Mentor section). They will then be required to fulfill a 6-month "budding" period and ride in at least 3 parades or horse-related events. Budding Roses will be expected to assist in or help make a dress. Fabric & trim will be provided. The costume created is **on loan** until the end of the 6 months and is expected to be returned clean and in good condition, or else the Budding Rose will be financially responsible for up to \$250. New members are not permitted to ride in a couple of the largest parades as their **first** parade for safety reasons. The parades excluded as a first parade are Coronado's 4th of July parade and the Mother Goose Parade in El Cajon and any other local parades that individual chapters feel violate a safety concern and is left to the discretion of the Presidents and the Parade Director. Budding Roses do not have a voting right until receiving full membership privileges.
5. "Honorary Members" are members who were chosen by the club to be a lifelong member in good standing based on their selfless service to the club. These special members have full voting rights and do not pay dues.
6. There is a separate application if you wish to start a Chapter outside San Diego County. New chapter requirements are: a 2 person minimum and a video tape of each new member on her horse (preferably in a parade). There will be a \$10 application fee. The same "Budding Rose" period as described above will be required of each member of a new chapter as well. Each chapter will decide when and where to meet monthly.
7. After all membership requirements have been met, a new member **may or may not** be invited to be a part of the VRLRS. A secret membership committee (see SMC section) from the San Diego chapter will review the application with the "Budding Rose's" mentor (see mentor section) and the potential member will be notified through her mentor.
8. No member shall demonstrate inappropriate behavior while representing the VRLRS.
9. To be in good standing, a member must do 2 parades (1 large, 1 small) & 1 event in a 1-year period.

## Officers

### 1. **Co-Presidents:** Deana Sommerville and Dyan Paquette

The Presidents have a 10 year term-limit on holding office but can be re-elected indefinitely.

The duties of the Presidents shall be as follows:

- Oversees all VRLRS business in all chapters
- Presides over the San Diego chapter meetings
- Reviews insurance policy
- Signs all papers necessary to carry on the business of the club
- Represents, promotes & supports all club functions & events
- Liaison between the San Diego chapter and all other chapters
- Has ultimate decision regarding costuming, tack and horses

### 2. All chapters shall have a **Parade Director**

The Parade Director shall be in office for 1 year, no more than 3 years.

The duties of the Parade Director shall be as follows:

- Acts as chapter leader in the Presidents' absence
- Will have direct contact with the San Diego chapter Presidents
- Organizes entry into local parades
- Is responsible for the safety of all riders in the parade
- Positions riders in the parade
- Makes a schedule of local parades and distribute to members

### 3. All chapters shall have a **Secretary**

The Secretary shall be in office for 1 year, no more than 3 years.

The duties of the Secretary shall be as follows:

- Takes minutes at each meeting
- Sends out a copy of the minutes to all members via email within 10 days of meeting
- Writes and sends out correspondence concerning club business to other chapters
- Maintains by-laws
- Maintains roster and distributes to chapter members and Presidents

### 4. All chapters shall have a **Treasurer**

The Treasurer shall be in office for 2 years, no more than 2 terms

The duties of the Treasurer shall be as follows:

- Keeps a book of accounts and manages receipts and disbursements of the club. This book will be available at all times to be inspected by any active member.
- Oversees the management of all funds and other valuable documents of the chapter
- Makes deposits in the chapter's account
- Provides an accounting of funds at each general meeting.

Board positions will be open for a membership vote in December. Treasurer will be voted on every other December. New board members will accept responsibilities in January of the following year.

## **Mentors**

1. A mentor will be a VRLRS member in good standing. The intention of a mentor program is to guide Budding Roses as they fulfill their requirements for membership. A mentor:

- can only mentor one Budding Rose at a time
- is responsible for reviewing the VRLRS bylaws with the Budding Rose
- should help, if possible, sew the Budding Rose costume with her Budding Rose
- should treat the Budding Rose as a "little sister"
- will report to the Secret Membership Committee (see SMC section) to determine whether her Budding Rose is invited into the VRLRS and will relay the decision to her Budding Rose. A mentor must keep the SMC identities anonymous.

## **Secret Membership Committee**

1. The SMC will be composed of 3 members of the San Diego chapter, appointed by the Presidents', who will remain anonymous. The purpose of a SMC will be to determine who is invited into the VRLRS. Membership to the VRLRS will not be open to a membership vote. The SMC will meet with the Mentor of a Budding Rose when her 6-month period is fulfilled and she is considered for invitation. The SMC members will change yearly.

## **Auxiliary**

1. The VRLRS will accept members that do not ride horses. Auxiliary members can assist as ground crew at parades and work fundraising events. There is no limit to how many auxiliary members the VRLRS can have. Auxiliary members will abide by the same rules as all other members as noted in the bylaws.

## **Juniors**

1. Any person under the age of 18 that appears with the VRLRS must have guardian(s) sign an insurance waiver. The member who is sponsoring the junior must bring up the appearance at a meeting prior to the event so it can be discussed with the group and riding in the cart is left to the discretion of the driver of the cart.

## **Horses & Tack**

1. Any saddle type is acceptable: leather or man-made, as long as it is covered by your dress. Any piece that is visible to the public needs to be period correct such as: stirrups, cinch, breast collar & bridle. Please keep "bling" to a minimum. Rein clips are acceptable because of safety.

2. Horses must be desensitized to the rider carrying a parasol. Horses must wear flowers in the mane as part of the costume. (See below) Hoofs can have clear polish. Light body/mane/tail sparkles are acceptable.

3. Stallions are permitted in a case-by-case basis and the Presidents' will have final approval.

## **Flowers / Roses**

1. Colors of flowers & roses must be close to matching each individual color of dress. Must use some roses but other flowers and greenery are also acceptable. Ribbon must be used and must be in rose color(s). Any sort of artificial flowers may be secured to the mane for local parades, photos and Equestfest.

## Requirements on Costumes

1. **All costumes will be ultimately approved by the Presidents. Fabric swatches and pattern designs must be submitted before costume can be completed or worn to any event. All accessories also must be approved by Presidents. Any changes to the costume must be approved by the Presidents.**

a. **Dress:**

- 1880's Time Frame
- custom made or from the Era (no pre-fabrication or prom-type)
- **Approved Fabrics:** Taffeta, Velvet, Jacquard, Cotton Lace, Toile, Brocade, Silk, Polished Cotton (high-end, or home-fabric type) and non-polyester satin. NO POLYESTER, ACETATE OR RAYON.
- **Trims:** can be lace, tassels, beads, bows, ruffles or real fur. Trim your Trims.
- **Sleeves:** must be long or 3/4 sleeve. (see #2 for exceptions) **Neck:** high or scoop (must keep modest). **Buttons:** must be glass, shell, wood, bone, horn or metal. NO PLASTICS. NO ZIPPERS.
- Split skirts are acceptable if they have very full legs and are covering feet in stirrups. Keep in mind that your saddle must be period correct because it will be showing with a split skirt.
- **75% (or More)** of costume must be in your rose color(s) including most of the bodice. **25% (or less)** can be accent color (non-rose color)
- Dresses that were previously worn in the Rose Parade **MUST** be updated with changes to use a second time. After the second time the dress needs to worn only at other parades events, not the Rose Parade. This keeps us fresh!
- Please plan on making your dress to cover your feet in the saddle. *Tip:* to have a full skirt that fits over the horse's rump. It must have at least 200" hemline

b. **Gloves:** No fingerless or polyester gloves. Cotton (dyes great!), leather, crocheted, or wool are all acceptable.

c. **Parasols:** are to be in rose color with roses on it. All parasols shall be the same blank.

d. **Hats:** No Cowgirl hats. Tea hats are not recommended (because of parasol). Hats should have roses on them. Can cover with your fabric, trim, feathers, etc. Hatpins should be used to secure your hat.

e. **Jewelry:** no modern jewelry. From the Era or Victorian reproduction is okay. No wrist watches. Sunglasses must be period correct. Any eyewear that is questionable will be at President's discretion.

f. **Hair:** look into styles of the era (ringlets, braids, buns, plaits). Match your hair color and pull hair underneath hairpiece. No long, loose, unstyled hair. You can embellish your hair with combs, barrettes, (remember, no plastic!) flowers, and ribbon.

g. **Shoes:** leather only. no modern or cowboy boots. no zippers. no high heels.

h. **Underwear:** proper Victorian undergarments included a corset, bloomers, petticoat, camisole and bustle (bustle not recommended for riding) and are *recommended* but not required. Keep in mind they complete the Victorian look and can lead to a dress that looks proper.

2. A ball gown bodice is acceptable with short or no sleeves if it is at an evening party/dance or if it is a day event and it is 90 degrees or more. Day events will still require a hat but it is okay to go to an evening dance/party with just hair embellishments i.e: feathers, flowers, combs.

### **Parade Etiquette**

- No horse and rider is to ride into or towards spectators.
- All horses and riders should maintain at least 1 horse length distance between one another.
- All horses and riders shall maintain a formation as set by the Parade Director.
- Should a horse appear to be out of control, the Parade Director or Presidents may ask the rider to dismount or exit the parade.
- A minimum of 2 riders is required to ride in a parade.
- No alcohol or substance abuse before or during a parade.

### **Disciplinary Action**

1. Violation of the bylaws can be grounds for disciplinary action as determined by the Board at a special Board meeting involving the San Diego chapter. (Other chapters can be involved via computer or phone.)
  - The member(s) involved will be given a written warning letter outlining the undesired behavior and suggesting changes.
  - If the member(s) involved does not adhere to the changes outlined within 60 days, another letter will be sent by the board.
  - If the member(s) involved does not adhere to the changes outlined in the second letter, she may then be asked to leave the club, forfeiting any dues already paid.

### **Termination of Membership**

1. Voluntary: Upon a member's decision to terminate membership, a notice should be sent to one of the Presidents.
2. Involuntary: In the case of involuntary termination, the termination procedures shall be applied only after the disciplinary actions described above have been followed.

### **Leave of Absence**

1. If a LOA is needed, a member shall request it in writing to the board explaining the reason why.

### **Fund Raising**

1. Each Chapter has the ability to do fund raising to help pay for expenses. Fund raising must be tasteful and well represented of the VRLRS. Working for a local charity is also encouraged. Each chapter may pick their own charity. The San Diego chapter does not provide funds for any other chapter nor will it remove other chapter funds for any reason.

### **Misc.**

1. No member is personally liable for the debts, liabilities or obligations of the VRLRS.
2. No change in the club's rules or image will be made at an event, activity, parade or club function. Changes should be brought to the monthly meeting for discussion and a vote.
3. The VRLRS name, logo, graphics and photographs are expressively owned by the VRLRS and cannot be changed or altered. Any member appearing in photographs gives the VRLRS the right to use the photographs in any future media.

## **Rose Parade**

1. The Pasadena Tournament of Roses Parade is the ultimate goal of many parade riders. The VRLRS applies to ride in the Rose Parade each year, but selection is based on the Rose Parade Committee and it is not guaranteed that the VRLRS will be chosen to participate. Not all members are required to participate in the Rose Parade. Members that choose to participate, must abide by the guidelines below. Because of the deadlines, an applicant for the Rose Parade must be a **full member** of the VRLRS by Jan 1st in order to ride in the upcoming Rose Parade.

### **a. Deadlines**

• **Please submit the following to the Presidents by date indicated. Failure to do so will result in your ineligibility to ride in the upcoming Rose Parade.**

- Sample of all fabrics and a picture of patterns or dress design.....**Feb 1st**
- Completed hat and parasols (can email photo or in person) .....**March 31st**
- Photos in your completed outfit on your horse with artificial roses.....**April 25th**

### **b. Horses**

- Horse must have done parades for 1 year (minimum of 5 parades)
- Stall-able and people-friendly.
- Horse minimum age 5 years old
- For safety, horses must be approved by Presidents and Chapter Parade Director.
- Be body clipped if have excess hair
- Be barefoot or have special nails or shoes as deemed by the rules of the Rose Parade.
- **Not be under the influence of any unnatural calming medication or tranquilizer, such as Ace.**

### **c. Roses**

- Must be real & fresh. You are financially responsible for your own flowers/roses unless the club has decided to do a fundraiser for this. Board will decide year-to-year a basic design so that everyone looks similar.

### **d. Rose Parade Ground Crew**

- Crew is required! You will need at least 1 to move vehicle, help tack, help with roses, etc
- Out walkers: This is a limited position and includes walking the parade route (over 5 miles) to assist with whatever may be needed: horses, dresses, etc. Out walkers will wear the club vest and whatever is comfortable, but not be dressed Victorian. If you have someone in mind please contact the Presidents.

### **e. Photos for Rose Parade**

- Deadline April 25th or the Lakeside Parade. They need to be a professional quality and you need to be dressed **as you will be appearing** in the Rose Parade. The photos needed for the application include individual, group shots & the group in a parade. Chapter clubs need to email or provide digital images by the deadline.

### **f. Misc**

- There will be expenses that will come up if you decide to ride in the Rose Parade. A separate cost sheet of some of these expenses will be provided to you.
- Equestfest is not required by all members.
- 18 horses or less can participate in the Rose Parade and will be based on member seniority.