

## **Awards Definitions and Awards Banquet Policy, American Sidesaddle Association (ASA)**

**Purpose:** To define the awards offered by the ASA and to set the minimum rules and guidelines for hosting a successful and enjoyable awards banquet.

**Policy:** Only members in good standing (dues paid and no in-force or pending sanctions) can submit points. The Points Secretary will use the awards definitions to fairly select awards winners, and the ASA officers and designated affiliate club leaders will consider use these guidelines and consider suggestions when planning and hosting the yearly awards banquet.

**Definitions:** The **yearly awards banquet** is held every spring between March 1<sup>st</sup> and June 30<sup>th</sup>. This date range gives the ASA Points Secretary enough time to tally the points and to assist the officers in planning for the actual awards to be purchased. The overarching goals are to distribute awards fairly and to bring affiliate club members together for the awards presentation. The term **affiliate club** refers to each individual club, of which there are over twenty, scattered across the United States. **Competitive awards** are those that are acquired from the tally of the individual member's own participation points for the past calendar year. **Nominated awards** are not tied to participation points, but are based on written descriptions of merit from members.

**Roles:** The Point Secretary tallies the competitive award points and assures that the nominated award winners are chosen. The ASA Officers are called upon to break ties and offer advice, as needed. The Points Secretary and another Officer read the nominations and determine the winners of nominated classes, based on the merits of the nomination and the definition of the category of award.

The Points Secretary presents the year-end award tallies and selections to the ASA President, who reviews the findings and publishes them to the ASA membership. Since the President maintains the list of affiliate clubs and their yearly turn to host the banquet, she notifies the club leader(s) as to whose turn it is to host the yearly banquet. Clubs can negotiate with a sister club to take their turn, if needed. The President and the ASA Officers work with the affiliate club leader(s) to help in any way possible with the planning. The ASA Officers ensure the acquisition of all the awards for all the winners.

**Procedures:** The ASA Treasurer advises the President and ASA Officers as to how much money is available to use from the treasury for the purchase of major awards. The President puts out a call for donations to the Treasury, if needed. The Treasurer and/or the Point Secretary note the names of the donors and whether or not the donors specified a particular award category for their donation. Donations can be cash money or tangible gift items. Awards can be purchased that are of a type congruent to the whole. The President calls together the ASA Officers and the affiliate club leader(s) via conference meeting or call, in order to decide the actual nature of the major awards that are to be purchased by ASA.

The affiliate club must **set the date and choose the venue** as early in the year as possible and advise the ASA Treasurer to make down-payments and the like to hold the venue. Dates that are known to be taken by large popular regional equine events are usually avoided, unless the banquet is to be tied into the larger event.

The affiliate club members must work together to set the **advertisements** with the schedule of events and times. For example, the weekend may begin with a daytime get-together or event (equine or not), followed by the evening banquet. The following day could bring a clinic or some event for the group. Exact times and locations must be in the advertisement. Also included in the flyer, is the cost of the banquet meal, including gratuity, and the actual chosen menu. There must be allowances made for special diets, such as gluten-free and nut allergy, etc. The banquet venue staff must be fully and early-on, engaged with the affiliate club. The menu must be selected, keeping in mind that buffets are generally best for cost control and for pleasing the most participants. However, a limited restaurant menu for banquet participants can also be a cost saver. The affiliate must be prepared to give the venue an estimate of the number of participants, for cost planning. For example, the host members, ASA Officers, and at least a few ASA members from other clubs can be expected to attend. A projected number of participants can be extrapolated. The advertisement must include the additional cost to the attendee of the banquet's additional weekend events, should there be costs involved. Exactly where to send the weekend banquet RSVP and money and deadlines must be in the flyer. If the affiliate club needs the money for the additional events in advance, the flyer must note the breakdown and due dates for the money as needed. The flyer must include the nearby hotels and approximate costs, as well as nearby airports and other travel advice. The affiliate club must choose a member who can solicit and disburse the banquet fees and payments (If the needed, the ASA Officers can assume these duties).

The affiliate club designate will **collect the reservations and money**, unless the ASA Officers agree to do this via the ASA Treasurer. The responsible collector must keep good records of the money flow. Working with the venue to create the **banquet setting** includes: table sizes, configurations, decorations, microphone, etc. The affiliate club generally collects items for silent **auction or raffle**, in order to off-set any monetary losses that can possibly occur.

The affiliate or the ASA Officers create a **published agenda for the banquet** participants, to include: welcome, call to order, introductions, signing the attendance sheet, old business (ASA Treasurer, Secretary, Membership, and Points reports), new business (ASA Officer nominations from the membership (if appropriate), ASA event ideas for the next year, club selection for the banquet the next year, and finally, the ASA Awards presentations.

The affiliate club is responsible for the following tasks, at the banquet itself: table centerpieces, registration table and assigned workers, name badges for everyone, ensure the completion of the sign-in sheet for the ASA Points Secretary, award table and arrangement of awards for display, boxes and mailing supplies so that awards not claimed at the banquet can be readily mailed by the ASA officers and AC members (for winners who did not attend). The ASA Membership Co-Chairpersons mail awards to those who cannot attend the banquet.

Other things to consider include, mistress of ceremonies with microphone if needed, and photographer, if desired. The mistress of ceremonies is in charge of raffle or auction (tickets and planning as needed).

Attachments: 1. Award definitions 2. Past affiliate rotation for banquets

Attachment 1....

## AWARDS DEFINITIONS

### American Sidesaddle Association (ASA) Awards for Affiliate Clubs and Members

#### **Yearly Club Awards**

**Betty Skelton Award:** presented to a member or to a club for submission of an archival memory of a sidesaddle event or a piece of information that must be preserved for the good of the club and the art of aside riding. Entries must be submitted by January 5th of the new year that follows the award year. If a submitted entry does not win, it can be saved and sent in again the following year. All entries must be in a format that can be retained in the ASA Library (paper, film, data stick). The PS and persons (at least three) who are not club members, but who are interested in equine activities will judge the entries. Archived information is maintained in the ASA Library.

**High Point Affiliate Club Member:** presented to the affiliate club members who have submitted the most points for the year. The intent of this award is to make prizes or awards available to a broader range of ASA members, who would not otherwise have earned enough points.

#### **Nominated Awards for Individual Members**

**Helping Hands Award:** for going above and beyond the call of duty to help another rider, horse, or event venue, so as to make a performance come off safely and well. Letters of nomination must be received by January 5th. The Points Secretary and another Officer serve as the judges.

**Bottoms Up Award:** for the most spectacular unplanned dismount, not resulting in serious injury. This must have been witnessed and an account by a witness must be included. Photos or video are a bonus. Letters of nomination must be received by January 5th. The Points Secretary and another Officer serve as the judges.

**Velcro Award:** for a witnessed 'almost unseated' type event that did not result in a fall, witnessed and with an account by the witness included. Photos or video are a bonus. Letters of nomination must be received by January 5th. The Points Secretary and another Officer serve as the judges.

**Tom Tom Award:** for the best story of heroism, adventure, hardship, or weather extremes while traveling to or from a sidesaddle event. A member can self-report this in writing. Letters of nomination must be received by January 5th. The Points Secretary and another Officer serve as the judges.

**Rookie Award:** for the tale of the greatest adventure or progress during the first year of showing or starting a new discipline aside. The rookie can be a member or can be the member's horse. A member can self-report this in writing. Letters of nomination from the rookie or fellow member must be received by January 5th. The Points Secretary and another Officer serve as the judges.

**Route 66 Award:** for the greatest distance traveled one-way from barn to a sidesaddle event, using the most direct route via MapQuest. Documentation of attendance at the event will serve as proof. The member can self-nominate. The Points Secretary will compare all entry miles and determine the winner.

**Sanity Clause Award:** for the greatest number of miles traveled to all sidesaddle events in the year, barn to event (one-way). A log, most direct route via MapQuest, must be submitted. The member can self-nominate. The Points Secretary will compare all entry miles and determine the winner.

**Wet Saddle Blanket:** a special recognition for members who spend many hours preparing and training, whether or not they actually compete. The member must submit a log of actual aside riding time (time in saddle with forward motion) for the entire year. Motion time in sidesaddle at events of all types and pleasure riding can be counted. This is an honesty award and a simple diary or log will count. This will also be judged by the Points Secretary.

### **Individual Member Competition Awards**

Valid point sheets or alternative submissions, such as using the point submission form on the web site, are required. It is preferable for the tally, if the web site submission is used. Pertinent information about the event must be sent to the Points Secretary within three months of the event, or for late events, by the end of the calendar year or by January 5<sup>th</sup> of the next year. The Points Secretary will do unannounced spot checks throughout the year to validate the honesty of the overall submission process; thus, contact information for officials or persons who can testify as to the validity of the event is required. Awards in each of the following classes are given separately for junior competitors (under the age of 18 as of January 1st of the award year). This age cut-off follows 4-H rules. The Points Secretary will do the year-end tally. Any trained breed of equine (horse, mule, pony, donkey, etc) is acceptable for aside riding.

**Overall Grand Champion:** awarded to the junior and the senior member with the highest number of accrued points for all the types of events.

**Overall Reserve Grand Champion:** awarded to the second place junior and senior member as above.

**Show-Off Award (Horse Show) Virtual and Actual:** for greatest number of horse shows for the year. One point per day is given, regardless of the number of classes entered. A member who serves as groom or as work crew can also be given a point for the day.

**Street Cruiser (Parade):** for the most parade points. One point per parade can be given to a rider aside or to a member who serves as safety walker or working crew (banner carrier, pooper scooper, rig driver, caterer). An astride rider who is part of a sidesaddle group in a parade can also be given a point so long

as the astride rider wears dress and tack that highlights or is in congruence to the costume of aside riders.

**Exhibitionist (Demo):** for the greatest number of days exhibiting and/or demonstrating to the public, either on horseback, by lecture, show and tell, or in an exhibit hall setting. The program in which the demo was done must have been pre-scheduled. Members who assist in booth set-up, equipment hauling, modeling, booth work, or tear-down may be given a point for the day. Public outreach to promote aside riding is the essential aspect to obtain this 'demo' point. Drill team performances are counted as demonstrations.

**Overland and Trail Mileage (Trail):** for the greatest number of miles and number of rides on trail-type events. Separate awards are given for the number of rides completed and for the number of miles ridden.

These rides include pleasure trail, competitive trail, endurance trail, ride-and-tie (both participants), and pace events. Verifiable participation information with the official person's contact information is required. No 'partial mileage' will be given for any of these events, and if the competitor withdraws or is eliminated for any reason, no miles will be given. Standard rules of trail ride competition apply; however, if the event has more than one section with different mileages, and the competitor is permitted by ride rules to choose one or the other section at any point in the ride, then, actual mileage completed will count.

Planned and announced pleasure rides count in this category and exact miles ridden is required. Simply going for a ride does not count. Usually, a club plans a ride as a club event.

Hunting (fox, drag, stag, clean boot, mounted for basset or beagle) is counted in this section for each hunt. In order to acquire the maximum mileage (10) for a hunt, the horse and rider must complete either 2 hours minimum or the entire hunt (exception: if the competitor can prove mileage greater than 10 on a hunt, such as via GPS records, the verified total miles will be counted). Planned pleasure trail rides will be assumed to be 5 miles unless otherwise noted.

**Practice Makes Perfect (Practice):** for **pre-planned practice sessions**, such as drill team, parade and other demonstration routines for the public. At least **three members** must be present for a drill team or parade unit practice. While all the submitted practice sessions are tallied for the Practice Makes Perfect category award, no more than three points/practice sessions total are counted toward the final year-end ASA overall point tally.

**Clinic Care (Clinic):** for teaching purposes for aside riding and sidesaddle fitting. Novices or seasoned aside riders who want to improve their skills may obtain one point per day for riding as students. Members who are teaching in the clinic (teachers must have acquired Judge/Instructor/Clinician (JIC) status with ASA or are being evaluated by a JIC for their own JIC certification) will also receive one point per day. Members who assist with the clinic as grooms, set-up, helpers, caterers, haulers, or clean-up may be given one point per day as well.

**Writers Reach (Writing):** for members who attain publication of advertisements/fliers, articles, books, blogs, press releases, or marketed audio-visuals can receive one point per publication. The publication must be considered to be of interest to or as a target for the public, in order to promote aside riding. A copy must be seen by or submitted to the Points Secretary or directions to find it must be given.

**Social Butterfly (Social):** for the member who attends the most events related to sidesaddle, but not actually riding. These include club parties, get-togethers, business meetings, and teleconferences.

**Special Heavy Work Load Points:** These are given, for example, to the Newsletter Editor and the Web Mistress for such things as creation of the newsletter and major overhaul or additions to the web page. Other work for the ASA can be considered for extra points.

### **Virtual Events**

Participation in virtual events, such as shows, is recognized and points are given. There is a separate tally for virtual vs real events.

Virtual club meetings are included in the count with in-person club meetings and are logged as social points.

Attachment 2... **Affiliate Club Rotation for Banquet Assignment**

<b>CLUB NAME</b>	<b>YEAR OF BANQUET HOSTING</b>
Southern Ohio Ladies Aside (SOLA)	2009
South East Aside (SEA)	2010 club no longer exists
Minnesota (MOSSY)	2011 club no longer exists
Georgia Ladies Aside (GALA)	2012
California Aside (CA_Aside)	2013
Northwest Aside Group (NAGS)	2014
Northern Illinois Sidesaddle (NILS)	2015
Kentucky Sidesaddle (KYSS)	2016
Side Saddle Sisters of Oklahoma (SSSO)	2018
Northeast Ohio Ladies Aside (NEOLA)	2019

NOTE: club leaders can solicit other clubs to take their rotation and two or more clubs can work together to do the banquet. This attachment is only a guide.