

GREEN VALLEY HIKING CLUB

GREEN VALLEY RECREATION INC.

P.O. BOX 1074 GREEN VALLEY, AZ. 85622

POLICY MANUAL

The Policy Manual is to be a living document dedicated to clarify those policies which reflect the wishes and needs of the Club Membership and GVR. The desire shall be to foster the Club's dedication to "SAFE AND ENJOYABLE HIKING" while pursuing those activities which promote the fulfillment of our responsibilities to the environment and agencies which care for the land. We shall endeavor to respect and care for the environment and its inhabitants. We are to be the "BEST OF NEIGHBORS" and the policies in this manual shall be formulated to accomplish these goals. The policies are to be measured to assure they are "hassle free" to the membership while accomplishing the goals.

LAST REVISED: 05/2005

CURRENT REVISION: 01/2010

ORIENTATION:

All prospective Hiking Club members shall attend an Orientation Meeting held under the auspices of the Board Orientation Representative before the first Club hike is taken. The Orientation Meeting shall educate the prospective member to the joys and hazards of hiking in the desert and shall impress upon them the clothing and equipment requirements. They shall be informed that their first hike shall be a "C" and then a "C" or a "B" hike must be taken prior to the new hiker's choice of a more challenging "A" hike. The purpose of this policy is to encourage safe and enjoyable hikes.

NUMBER OF HIKERS ON A HIKE:

The maximum number of hikers on any hike shall be limited to 25 people when other hikes have not been filled. Exceptions to this policy shall be as follows: When governmental entities limit a hike to fewer than 25 people, the Club shall limit the hike to their maximum number. In addition, the Hikemaster may set limits lower than 25 people on specific hikes. When all hikes of a class (A, B, C) are filled, the number of hikers on a hike may exceed 25 and the Hikemaster shall decide whether to allow more hikers or to add a hike with a new Leader and Sweep.

PARTICIPATION:

The Hikemaster or Leader may refuse a hiker permission to accompany the hike if the hiker is not prepared for the hike or has not adhered to the established rules and regulations.

GUESTS HIKING WITH THE CLUB:

All guests must register for the hike on a log sheet sanctioned by GVR and print "guest of (name of

their sponsor)" in the GVR number space after their name.

The Hikemaster, Assistant Hikemaster or Leader may deny participation in a specific hike to anyone deemed not suitably prepared or equipped to hike or who has not adhered to established rules and procedures. Guests must meet the guidelines of GVR. The sponsoring member must accompany his/her guest(s) on the hike. Should the guest(s) be unable to complete the hike, the sponsoring member shall accompany the guest(s) in whatever alternate action is chosen by the Leader. "Part Time" or "Temporary" residents with Tenant GVR cards are considered GVR members, not guests, and must attend orientation before going on a hike even though they are friends of Club members. The purpose of this policy is to encourage safe, responsible and enjoyable hiking.

HIKING FOOTWEAR:

In the interest of safety, GVR members who hike with the Club, and their guests, shall from their first hike forward, wear, as standard footwear, hiking boots which provide traction for all terrain in various weather conditions. To reduce the likelihood of twisting an ankle, it is **STRONGLY RECOMMENDED** that the boots cover and support the ankles.

TRANSPORTATION TO THE TRAILHEAD:

It is the hikers' responsibility to obtain a ride. The Leader may consolidate the rides in an effort to reduce the number of cars at the trailhead.

PARKING LOT COURTESIES:

The Hiking Club Board shall, in concert with GVR, select a parking lot to assemble the hikers for the purpose of signing up for the hikes and shall select a nearby lot, if necessary, to park the cars of hikers who are not driving to the trailhead. The purpose of this policy is to extend the courtesy of keeping parking lots open for people going to nearby functions who do not enjoy the same level of fitness as hikers and to enhance the efficiencies involved when considering short term, high turnover parking versus long term, all day parking.

CANCELLATION OF THE HIKES:

The Hikemaster or his/her designee has the responsibility to cancel hikes if the weather or other conditions make it advisable to do so. Once the hike is underway, the Leader will have the responsibility to abort the hike if the conditions warrant.

CREDIT FOR HIKES:

A credit of seven (7) miles for each hike taken shall be placed in the hiker's record for the purpose of awarding patches. Credit will be given only for hikes taken with the Club on a regularly scheduled hike day. It is the Hikemaster's prerogative, after consulting with the Leader, to award credit for partially completed hikes.

The hikes which are given double credit are: Mt. Wrightson (from Madera Canyon side only) and Crest Trail Crossover. No other hikes are presently considered for double credit.

AWARD PRESENTATIONS:

The Leader of the hike shall present the award to the hiker(s) on the day of earning such award, provided the hiker's dues are current.

JUNE HIKING:

There will be no credited Club hiking in the month of June, except for the National Trail Day Hike.

MOONLIGHT HIKES:

Moonlight evening hikes may be scheduled at times during the year, but hiking credit will not be given.

ILLEGAL ACTIVITIES OBSERVED ON HIKES:

Any potentially dangerous illegal activities observed while hiking are to be ignored while getting away from the area as quickly as possible and reported to the authorities as soon as practicable. The purpose of this policy is to maintain the safety of the hikers and perform civic responsibilities.

SMOKING ON HIKES:

Smoking is not allowed on any Club hikes.

ALCOHOL CONSUMPTION ON HIKES:

The consumption of alcoholic beverages is not allowed on Club hikes.

FIREARMS ON HIKES:

Firearms are not allowed in a hiker's possession on Club sponsored hikes.

PETS ON HIKES:

Pets are not allowed on Club sponsored hikes.

MINE TUNNELS AND SHAFTS:

The entering of mine tunnels or shafts is prohibited on any hike sponsored by the Hiking Club and no encouragement is to be given for people to enter these unsafe tunnels or shafts at any other time. The purpose of this policy is to encourage safe and enjoyable hiking.

WILDERNESS INHABITANTS:

Snakes, animals, insects and other wild creatures shall not be harmed intentionally in the course of hiking in their domain. The Club members shall do what is in their power to respect the life we meet on our hikes.

MEMBERSHIP DEFINITIONS:

- A New Member is someone who has never before belonged to the Club. A person who may become a New Member has two perks which may be used only once. First, that person may hike twice without having to join the Club and pay dues. Second, that person may join the Club in November or December and receive membership privileges through the following calendar year.
- A Continuing Member is someone who is applying for an annual membership and who was a member of the Club in the preceding year.
- A Returning Member is someone who is applying for an annual membership and who had been a member of the Club sometime before the preceding year. A Returning Member, regardless of length of absence, does not get New Member perks. Attendance at Orientation is not re-required if a Returning Member is within 5 years.

HIKEMASTER COMMITTEE:

The formation of a Hikemaster Committee is at the discretion of the Hikemaster and is typically composed of the Hikemaster, Assistant Hikemaster, and some number of other Leaders. The purpose of this committee is to assist the Hikemaster in the selection of hikes.

HIKE LEADERS AND ASSISTANTS:

After determining that they are the best available candidates, Hike Leaders are appointed by the Hikemaster. The Hikemaster may consult with the Assistant Hikemaster and/or Hike Leaders. The Hikemaster administers a training program to enable them to safely and efficiently lead hikes. The Assistant Leaders are also selected by the Hikemaster, who administers their training as well. Assistant Leaders may sweep for Leaders on hikes and assist in other duties as required.

HIKE LEADER EMERITUS:

The classification of Hike Leader Emeritus shall be given to any retiring Leader who through a combination of years of leadership and years as a member of the Board of Directors shall have accumulated a total of not less than seven years of service. By a unanimous note of the Board, exceptions may be made to this rule.

BOARD NOMINEES:

New Board nominees shall be published on the GVHC website and/or in the schedule/bulletin in the month preceding the Annual Meeting.

ANNUAL MEETING:

The Annual Meeting shall be held in the month of March or April at the Board's discretion.

ANNUAL DUES:

The Board of Directors shall institute an annual dues system to finance the expenses of the Club. These dues may vary based upon the forecast budget for the year. The dues are assessed for the calendar year and are not prorated for a partial year. Dues will be collected in November and December for the following year. When a hiker joins the Club during the year, the full year's dues must be paid except that when a New Member joins in November or December, he/she may, by paying the next year's dues, hike in November and December. A Continuing Member is in arrears for dues if not paid before his/her first hike upon returning. A Returning Member is in arrears for dues if not paid before his/her first hike upon returning.

DISTRIBUTION OF DIRECTORIES AND PUBLICATIONS:

The Club will assume the cost and responsibility of printing and distributing Club Membership Directories, Hiking Schedules/Bulletins, Policy Manuals, etc.

HIKING SCHEDULES/BULLETINS:

The Hiking Schedule/Bulletin, in addition to the hike schedule, shall carry basic news of the Club, a schedule of the month's events, and announcements of the Board and Leader meetings.

ARIZONA STATE TRUST LAND:

All hikers must have a valid Arizona State Land Recreational Use Permit to go on any Club hike on or passing through Arizona State Trust Land. An application to obtain such permit, as well as the terms and conditions of use, is available on the GVHC website www.gvrhc.org. It is the responsibility of the Hike Leader to confirm that all hikers on a hike requiring a permit have one in their possession.

U.S. DEPARTMENT OF AGRICULTURE, FOREST SERVICE:

It is in the interest of the Club to maintain a close relationship with the Forest Service. The Club shall work with the Forest Service to maintain specific trails in the forest system and shall review other requests they may have. The purpose of this policy is for the membership to "Give Back" something to our outdoor community.

COMMERCIAL ENDORSEMENTS:

The Club shall not become associated with commercial organizations nor appear to give endorsements to any products.

THE GREEN VALLEY HIKING CLUB ABIDES BY GREEN VALLEY RECREATION, INC. POLICIES AND PROCEDURES.