

Solera Oak Valley Greens HOA

Clubs, Groups and Classes Policy

These rules apply to any club or group that applies for official recognition from the Association and all clubs or groups officially recognized by the Association. The Association does not oversee the operation and management of Clubs/Groups/Classes, and Clubs/Group/Classes are not legally or financially related to the Association. The Board of Directors may recognize more than one club or group in any activity. The Board of Directors may revoke the recognition of any Club/Group/Class for failure to follow Association rules or for activities that the Board finds are detrimental to the Association.

CLUBS AND GROUPS

1. Clubs and Groups wishing to be officially recognized by the Association must submit an application to the Board of Directors. All Clubs and Groups must select an official name and select an Officer and designated alternate. All Clubs and Groups must have a current Officer and designated alternate on file with the Association at all times, who shall be the primary contact with the Association, and must be authorized to speak on behalf of the Club and Group. Officers and designated alternates must be in good standing with the Association or forfeit their position.
2. Clubs and Groups must:
 - a. Be for residents **first**;
 - b. Be open to all residents;
 - c. Groups have five-nineteen (5-19) or more members;
 - d. Clubs have twenty (20) or more members;
 - e. May include resident's guests (two guests per household; guests must not outnumber residents);
 - f. Hold activities on-site;
 - g. Meet at least once a year;
 - h. Be for recreational or social purposes;
 - i. May apply for inclusion in the monthly newsletter;
 - j. Not be for commercial or political purposes or make a profit.
3. Clubs and Groups must be self-supporting and may not use the Association facilities to store personal property, unless approved by the Recreation Director.
4. Activities that involve gambling or violate any law or local ordinance are prohibited.
5. Clubs and Groups that elect to collect money in the form of dues, fundraisers, and ticket sales shall:
 - a. Appoint officers;

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- b. Have by-laws or a charter;
- c. Have an individual bank account in the club's/group's name;
- d. File and pay all necessary and applicable taxes;
- e. If applicable, obtain all necessary permit and/or licensing fees, including its own non-profit status that is not affiliated with Solera Oak Valley Greens Association. (Clubs/Groups filing for non-profit status must follow all applicable state and federal laws and guidelines.);
- f. Maintain a regular record of income and expenses;
- g. Cover costs of club and group exclusive-use equipment and supplies.

The Association is not responsible for the collection or disbursement of club or group funds. Club or Group Officers are not considered Association Board Members or Committee members, and will not be indemnified or defended by the Association for the misuse of club or group funds.

6. If a club or group plans an activity in the clubhouse or area that involves food and/or liquor services, the services must be catered by a properly licensed and insured company with a valid liquor license (if applicable). Potlucks are acceptable. It will be the responsibility of the Organization to ensure that Riverside County Food Agency laws are followed.

CLASSES

The Board of Directors must approve all instructional classes wishing to use the Association facilities or be included in Association publications.

1. Classes:
 - a. Must be for residents only;
 - b. Must be open to all residents;
 - c. Must consist of two or more students;
 - d. May have a paid or non-paid instructor.
2. Use of the Association facilities must be coordinated and scheduled by the Recreation Director.

FUNDRAISERS AND CHARITIES

Other organizations that may benefit the member and/or residents of Solera but **do not** meet the definitions or requirements set forth above may, from time to time, may request the use of the Common Facilities, the display of promotional flyers and use of the bulletin boards if approved by the Solera Board of Directors.

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Money-raising functions on Association property are not permitted except as specifically approved by the Board of Directors. Facilities are not to be used by any business or professional organization to promote sales of products or services. This also applies to non-profit organizations that request donations from Residents and to governmental and political organizations to raise funds for candidates for public office.

CLUB/GROUP/CLASS USE OF HOA FACILITIES AND RESOURCES.

A. Organizational Priorities: Preferences for use of HOA facilities are based on the following order where the Board of Directors has 1st preference, HOA sponsored events have 2nd preference, etc.

1. Board of Directors
2. HOA Sponsored Events
3. Committee Meetings & Events
4. RAAC Sponsored Events
5. Chartered Club Meetings and Events
6. Approved Group Meetings and Events
7. Private Party Use

B. Protection of HOA Resources: Use of the Association resources (including equipment, staff, storage, etc.) will be requested through the Recreation Director prior to the event. Club or Group personnel using the equipment should be familiar with its use. Defective equipment will be reported to the Recreation Director. Equipment will be left in the same condition as it was when it was put into use. Administrative Staff and/or monitors may assist in the “set up” of equipment if approved in advance by the Recreation Director and if staff is available.

C. Guest Participation: All club/group meetings or activities are limited to Solera Oak Valley Greens residents and their invited guests. May or may not be allowed guests as delineated in the agreement set up between that organization and the Solera HOA. Invited guests, as applicable to this policy, are defined as person who would normally be invited into a resident’s home (a relative, friend, or close acquaintance) or people invited into the community to speak and/or actively participate in a program (guest speakers, entertainers, government officials, etc.) Guests must be accompanied to the facilities and community functions by the resident who invited them. The number of guests at any activity must not exceed the number of residents or be a factor that would preclude residents from participating in any activity.