

Huntington Beach Ski Club Policies and Procedures

(Updated 2/20/2011 by the Executive Board)

A.) Mammoth Mountain Ski Trips

- 1.) The Huntington Beach Ski Club (HBSC) will organize six (6) to seven (7) ski trips to Mammoth every year.
- 2.) The trips will be for three (3) nights, normally arrive on Thursday and depart on Sunday. The exception is the Super Bowl Weekend Trip which will arrive on Friday and depart on Monday.
- 3.) The condominium complex that is the first choice will be Horizons 4.
 - We will reserve three (3) – eight (8) person condos for each trip except for the Months of December and April when HBSC will only reserve two (2) – eight (8) person condos
 - Each of the Condos has a master bedroom, a guest bedroom and a loft with a Bath room and various combinations of a double bed, twin beds and/or bunk beds.
 - HBSC has the option to change to the smaller six (6) person condo, if available, when there are not enough skiers to fill an eight (8) person condo.
- 4.) Only HBSC Club members may go on HBSC trips.
- 5.) A new member **MUST** attend a club meeting and introduce themselves to the Executive Board before attending any Club trips. This introduction will take place after the club meeting has been adjourned.
 - The Executive Board will be introduced during the course of the regular meeting.
- 6.) Executive Board has established a “Guest Membership”. This membership applies to a Relative or a Friend, that lives greater than a 4 hour driving time from Huntington Beach, and would like to participate in our Snow Skiing or Water Skiing events. (See Section “C” below for the details)
- 7.) The fee per person will be \$150. If a paid reservation is received 30 days prior to the trip, the fee is \$130.
- 8.) The fee per person will cover three nights lodging and a Saturday night Group dinner.
 - Each person must provide for their own remaining meals, drinks, and alcoholic beverages.
 - The intent is to have a Saturday night Dinner Chairperson that will plan the Saturday night group dinner, will purchase the necessary food stuff and arrange for a support staff to cook and serve the dinner.
 - In the event that no Dinner Chairperson is available for a given ski trip, the Executive Board, after reviewing the profit margin for this trip, will allocate an allowance per person to be spent for their Saturday night dinner.
- 9.) Reservations will be made on a first-come-first-served basis. It will be based on the date that a check is handed to the Club Treasurer; the postmark date on the letter with payment, or the PayPal payment submittal date. When the Condos have been filled, a waiting list will be established that will be available to members in case a cancellation occurs.

10.) As the condos fill up, The Executive Board will make condos and Bed assignments. Because the condos have two bedrooms, priority will be given to: First, placing couples in the bedrooms; and second, persons who will share the bed. Members may request to be placed with certain members and we will try and accommodate their request. (See section "D" below for a detailed explanation of the procedure utilized by the Trips Chairman)

11.) Bedrooms require two-person occupancy. If an individual ignores the bed assignments developed by the Executive Board and take one of the bedrooms for themselves, they will be charged the double occupancy fee of \$260 (\$300 if paid within 30 days) for that trip. Bedrooms are for couples or two roommates, only. The master bedroom assignment remains valid ONLY IF both persons assigned to it actually attend the trip. In the event that one of the members assigned to the master bedroom cannot attend the trip, and has forfeited their trip fee, the remaining member will switch assignments with the other couple/roommates in the same condo.

12.) If you are unhappy with your bed assignment; it will be your responsibility to see if you can change with another trip attendee.

B.) Refund Policy

1.) If a paid reservation is canceled, the Club **will not provide a refund**. It is the responsibility of the individual who is canceling the reservation to find a replacement.

If all of the condominiums have been filled, and additional members want to go on this trip, then the treasurer will establish a waiting list. This list will be provided to the member who is cancelling his or her trip. If there is no waiting list, then the member can use the club roster to find a replacement. A non-member may be recruited to fill the vacancy but, in keeping with our Policies and Procedures, they must join the club in order to go on the trip.

The Club has the original payment made by the canceling member. Any financial transactions made between that member and the replacement is outside the Club's responsibility.

2.) Our "No Refund Policy Procedure" has been established for two (2) reasons: 1.) To protect the financial health of the club; and 2.) To allow the canceling member to determine the value of his reservation in finding a replacement.

3.) The HBSC will reserve two (2) to three (3) Horizons 4 condos for the seven (7) trips to Mammoth for the 2008-09 ski season. HBSC accepts the financial obligation of paying for these condos. The cost of each condo is based on full occupancy determined by Horizons 4 whether or not HBSC fills each condo. The Club's objective is to fill each condo prior to the seven (7) day cancellation date. The Executive Board has established a policy that HBSC will pay for one (1) unfilled space per trip.

D.) Membership & Trip Fee's For "Out of the Area Relatives and Friend"

A "Relative or Friend" of a current member in good standing, may become a Guest Member of the Huntington Beach Ski Club by the following:

1. The Relative or Friend Must live greater than 4 hour driving time from Huntington Beach.
2. Fill out and submit a application for a yearly membership
3. Submit a signed Liability Insurance Waiver Form
4. Submit a \$10 membership fee for the current year

5. Submit a \$10 fee for his or her Liability Insurance for the current year

If the Guest Member wants to go on one of the HBSC Mammoth Ski Trips, they will be held to the same Policies & Procedures that our regular members are. That is: a.) The early bird discount trip fee dates; b.) Bed assignment by date the trip fee is received; and c.) Trip cancellation procedures. As such, it is the responsibility of the HBSC member to make the Relative or Friend aware of these procedures.

D.) Condo and Bed Assignments Procedure:

Since we are predominantly a singles club and most of the condos have two bedrooms with either a King or Queen bed, the bedrooms are assigned to first the Man-Woman Couples and second to the Woman-Woman Couples. The loft contains the single beds which are assigned to the single men and women.

The process used to arrive at the condo and bed assignments are as follows:

- 1.) Basic Rule: The bedrooms and beds are assigned based on the date the trip fee was received.
- 2.) The bedrooms are assigned to the Man-Woman couples or, if necessary, Woman-Woman couples.
- 3.) If we have enough Man-Woman couples to fill the bedrooms, then the bedrooms will be assigned based on the date the trip fee was received.
- 4.) If we do not have enough Man-Woman couples to fill the bedrooms, then we look for two women who will share a bed. They will be assigned a Master Bedroom with the King size bed because it provides them the most privacy.
- 5.) No couples will be assigned to a Double Bed. However, if all bedrooms are filled with Man-Woman couples and another Man-Woman couple signs up for the trip, they may choose to sleep in a Dbl bed.
- 6.) Individual requests: Some people drive together and/or request to stay together in the same condo. This request may be accommodated if possible. However, the date the trip fee's were received from this group may influence the bed assignment and therefore their request.
- 7.) If possible, group the women with other women in the loft in order to give them more privacy. However, the date the trip fee was received will influence whether this can be accommodated.
- 8.) If a Man-Woman couple is assigned a bedroom, and for some reason one of them is unable to make the trip, the following are the options:
 - a. If the female partner is still going, and there is no waiting list, she may decide to keep the bedroom to herself and forfeit her partners trip fee.
 - b. If the female partner is still going, and there is a waiting list, she may choose a woman already on the trip to share the bed with her. If the woman was selected from the waiting list, then the club will provide her with the trip fee obtain from the woman on the waiting list.
 - c. The bedroom may be given to another Man-Woman or Woman-Woman couple. You will then be assigned a bed in the loft.

If you arrive sooner than your condo mates, please stay with the beds you are assigned.