

THE POLICIES AND PROCEDURES
Of the
PALM SPRINGS LEATHER ORDER OF THE DESERT
PSLOD

The Board of Directors
Dominic Chevalier, President
Vice-president
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**THE POLICIES AND PROCEDURES OF PALM SPRINGS
LEATHER ORDER OF THE DESERT (PSLOD)
May 2018**

Member Financial Obligations

FULL MEMBER:

\$40 non-refundable **Pledge Fee** submitted with Application for Membership

\$60 non-refundable **Annual Fee** – due on or before the January Member Meeting.

Members who **have not** paid the **Annual Fee** will be charged the full ticket price for any special club event available for free to paid-up Full Members.

ASSOCIATE MEMBER

\$30 non-refundable **Annual Fee for Associate Members** due on or before the January Member Meeting.

Associate Members who have paid their **Annual Fee** may attend special club events that are free for Full Members for one half the full ticket price. Associates who have not paid **Annual Fee** will be charged the full ticket price.

With Board approval, payment of member fees may be waived, deferred, or a payment plan arranged. Contact your Sponsor or a Board Member.

Club Colors Patch - \$30.00 deposit. (Effective May 2009)

Dress Shirt – (model #09, LAPD dark blue) – About \$40.00 (approximate cost includes sewing of patches to shirt)

Source: Guys and Gals Uniforms; 1105 Gene Autry Way, Palm Springs, CA 760-324-9170

Beverage Benefit

1. Currently held at the Tool Shed usually on the first Friday of each month (10:00 p.m. to 1:00 a.m.).
2. Members are encouraged to attend and donate \$5 whenever possible to “buy-in” for free sodas and 50 cent beers between 10 p.m. and 1 a.m.
3. Two volunteers are needed for each half-hour shift. Pledges are expected to attend

from 10 p.m. until midnight **and** volunteer for at least one shift.

Meeting Participation

1. Guests at member meetings are welcome. The Order recognizes the importance free and open discussions often play in determining decisions. Personal perspectives and information from non-members are welcome during meeting discussions.
2. From time to time, and for reasons that may not be disclosed, the chair of the meeting may decide not to recognize associate members, pledges, guests or visitors, and elect instead to only call on Full Members.
3. Only Full Members may attend closed session portions of member meetings.

Pledge Protocol

Pledge Procedure and Protocol:

The purpose is to prepare new recruits for becoming Full Members of PSLOD.

Section 1: Invitation: An Invitation to Join PSLOD must be extended by a Full Member.

Section 2: Membership Application:

(2A) A membership Application must be completed and signed by the applicant and the Full Member Sponsor. This application must be presented at a General Meeting with the Sponsor introducing the applicant to the members. An application may be accepted at any time and the applicant will be assigned to a pledge class.

(2B) The Membership Application must be accompanied by a non refundable Pledge Fee of \$40. A Pledge badge will be issued and must be worn at all PSLOD functions. The Pledge badge will be returned to the Vice President after the pledge period.

(2C) A pledge shall be given a copy of the By-Laws and Policies and Procedures at the time of Application.

Section 3: Pledge Master and Mentor:

The Vice President or designee is the Pledge Master. The sponsoring member is the mentor of the pledge.

Section 4: Pledge Period and Pledge Classes:

(4A) Pledge classes will begin on the first of January, April, July, and October.

(4B) The pledge period shall be 90 days commencing at the beginning of a Pledge Class.

Pledge Protocol con't.
Section 4:

(4C) At the discretion of the Pledge Master, pledges may take up to 180 consecutive days to complete the pledging process without re-applying.

Section 5: Requirements:

(5A): By-Laws: A Pledge is expected to become familiar with the PSLOD By-Laws and its Policies and Procedures.

(5B) A Pledge is expected to "meet and greet" (interview) 15 Full Members. This should be a meaningful, in-person exchange of information between the Full Member and the Pledge.

(5C) Meetings: A pledge is expected to attend a minimum of three (3) Member Meetings and work (3) Beverage Benefits.

(5D) Event: A Pledge is required to plan and host a social event for the Members and friends of PSLOD during the Pledge Period. This is usually a group effort with other pledges.

(5E) Behavior: A Pledge may be asked to perform menial duties; no Pledge will be subjected to hazing, sexual harassment or any other demeaning behavior. Any incident of concern by the Pledge or any Full Member shall be reported to the Board of Directors immediately. The incident will be handled in accordance with Articles X and XI of the By-Laws (Conduct and Grievances). Under no circumstance shall sexual favors have any relevance on a Pledge's potential membership.

Section 6: Award of Full Membership Voting Process:

(6A) A Pledge shall have completed the 90 day time period in a Pledge Class.

(6B) A Pledge is expected to speak at each member meeting, and will usually be introduced by the Pledge Master..

(6C) At the Member Meeting proceeding completion of the Pledge requirement, Full Members, during a closed session, will vote by secret ballot whether or not to accept the pledge as a Full Member. Two-thirds of the votes cast must be in favor of awarding member status to the pledge. The pledge will be notified of the results of the voting privately by a Board Member – usually the Vice-president.

(6D) Member fees must be paid within thirty days of acceptance as a Full Member of the Order. The annual member fee of \$60 is prorated quarterly from the date of

acceptance as a Full Member.

OATH OF HONOR (FOR NEW MEMBERS)

Giver of Oath:

“Repeat After Me”:

I, _____, promise to honor the Palm Springs Leather Order of the Desert Code of Conduct, its By-Laws, Policies and Procedures, to promote brother and sister hood within our community, and participate in activities of the Order to the best of my abilities.

Giver of Oath: You, _____, by your work, words and commitment to honor are welcomed into the fellowship of the Palm Springs Leather Order of the Desert. Its brothers and sisters congratulate you and wish you the best.

Member Colors Package

Includes a PSLOD pin, two friendship pins, a Leather Pride patch, a US Flag patch and a small PSLOD shoulder patch.

A large PSLOD vest patch (Club Colors) will be provided with a deposit of \$30. The large vest patch remains the property of PSLOD. The deposit will be refunded when the patch is returned to PSLOD. The large patch may be worn by Full and Associate Members

Oath of Office for Board Members

I, (_____), promise to serve as (_____) to the best of my abilities in accordance with the By-Laws of the Palm Springs Leather Order of the Desert, and to administer my office with integrity and fairness, and to always act in the best interest of the PSLOD.

Code of Conduct

Members of the PSLOD, as representatives of a visible Brotherhood organization within the community, are expected to behave in accordance with the highest ethical and social standards. We subscribe to the ideals of the Leather Creed—Trust, Honor and Respect—and strive to embody them in our daily lives. We accept the responsibility of our role as representatives of the Leather Community and, as such, agree to abide by this Code of Conduct.

Trust

PSLOD members strive to trust others and act in ways which make us worthy of others' trust.

- We tell the truth. We do not intentionally lie or attempt to deceive.
- We act with integrity.
- We keep our commitments, both to each other and the Order.
- We do not misrepresent our personal information or abilities.
- We work to provide a safe atmosphere for growth and support for the Leather/SM/Fetish lifestyle.
- We do not involve others in activities beyond their stated limits.
- We do not coerce or offer special treatment in order to influence decisions.
- We do not use the activities of the Order for our own private gain, or to damage the reputation of others.

Honor

PSLOD members strive to honor our Leather Heritage, our organization, our community and our individuality. Through our behavior, we seek to become known as honorable people.

- We believe in the mission of our organization and work to further it.
- We accord just and equitable treatment to all people.
- We protect the health and safety of our partners.
- We promote the right of all adults to engage in safe, sane and consensual sexual expression.
- We encourage good citizenship.
- We work passionately to find solutions to the problems of our community.

Respect

PSLOD members strive to respect our institutions and each other, and through

our deeds earn the respect of others.

- We do not ridicule, harass, disparage or demean one another.
- We do not engage in hazing or sexual harassment.

Code of Conduct (Respect) can't

- We listen to those with whom we disagree and seek to understand them.
- We are tolerant of varying points of view.
- If a need arises to be critical, we do so with full honor and without the distortion of facts.
- We obey the law.
- We follow our Bylaws and our Policies and Procedures.
- We keep our disputes within the Order and use its procedures to resolve them.
- We do not misuse the Order's grievance procedure.

Unacceptable Behavior

This Code is a set of ideals which members of PSLOD are expected to endeavor to uphold. Violations may result in disciplinary action by the executive board or the membership in accordance with the provisions of the Order's governing documents.

This Code is to be considered as a guide and is not an itemized or exhaustive list of acts or actions that constitute unacceptable behavior.

COMMITTEE RESPONSIBILITIES

The Order has three standing committees which are mandated by its Bylaws:

1) BYLAWS

The Bylaws Committee reviews the Bylaws of the Order and its Policies and Procedures Manual and proposes changes as necessary.

2) ARCHIVES

The Archives Committee preserves the records and artifacts that document the history of the Order. It collects, organizes, stores and protects those records while insuring that they are reasonably accessible to members for scholarly research purposes.

3) FINANCE

The Finance Committee oversees the Treasurer's monthly reconciliation of the Order's accounts. It also suggests appropriate financial policies and procedures that

may assist the Board in maintaining its fiduciary responsibilities.

Committees con't

The Board may create committees to support the functioning of the Order and fulfill its mission. These committees shall exist for as long as they are necessary. Currently they include:

1) SOCIAL

The Social Committee is responsible for planning and organizing events, parties, gatherings and outings for the club. In addition to annual events such as the Christmas party, the Social Committee is charged with providing members a variety of social events throughout the year that encourage camaraderie and foster friendships among members.

2) EDUCATION

The Education Committee is responsible for providing information about leather/fetish play to members and the general public.

3) FUNDRAISING

The Fundraising Committee proposes and implements activities and events to raise funds so that the Order regains its financial stability and erase the debts leftover from Leather Pride 2008.

4) LEATHER PRIDE

The Leather Pride Committee is responsible for planning, organizing and implementing all the official events that take place during the November Leather Pride Weekend

5) RECOVERY

The Recovery Committee was created to reconstruct the business affairs and financial accounts of the Order after the embezzlement of its Treasurer in 2008.

Committee Chairs and members are appointed by the Board and may be removed at any time.

MEMBER REQUIREMENTS

Full members are required to be current in the payment of the annual fee.

BUSINESS PROCEDURES

1. Members of the Board of Directors are the sole agents of the Order. This means that only Board Members have the authority to commit the resources of the Order, for any and all purposes, to an outside group, business, entity, government agency or organization.

2. Contracts must be approved by the Board. A contract is a written agreement between the PSLOD and another group, individual, business, organization or entity that commits the resources (consideration) of the Order. The signatures of two sitting Board members must appear on the document before the PSLOD will be encumbered by the obligations set forth in the contract.

3. Consideration most often, but not exclusively, refers to a transaction between two people or entities where one receives a specified amount of money to provide goods or services to the other. Consideration may also mean a trade of tangible property for goods or services; or an exchange of work, (like volunteering) for goods or services.

1A. Correspondence

Correspondence, contracts, registrations, documents must be sent to:

Palm Springs Leather Order of the Desert (PSLOD)
PO Box 5506
Palm Springs, CA 92263

Packages, or deliveries requiring a street address, or signature should be sent to the Pride Center:

Palm Springs Leather Order of the Desert
611 South Palm Canyon Drive, Suite 201
Palm Springs, CA 92264

If the Pride Center should close permanently another street address will be provided

2B. Expenditures

All expenditures must be approved by a majority vote of the Board. All checks require the signatures of two sitting Board members.

Processing and Handling Event Proceeds

Unless approved in advance by the Board, no one other than a Board Member may hold

Addendum (passed May 2, 2018)

PSLOD will make every effort to be inclusive when producing/collaborating/hosting events that primarily support the general membership and/or main purpose is for the enjoyment of the general membership. PSLOD will contract or collaborate with resources that will welcome/admit all members regardless gender/orientation for events whose sole purpose is for the enjoyment of the general membership.

PSLOD reserves the privilege to produce/collaborate/host gender-exclusive (self-identifying) events when the specific event's intended audience is other than PSLOD general members.

In the event PSLOD, produces/collaborates/hosts a gender-exclusive (self-identifying) event PSLOD will make every effort to produce/collaborate/host a simultaneous event to facilitate an alternate option for general members and/or any guest.

Members can vote in advance to proceed with an alternate event/option or not, if the membership votes whereby it deems there is a lack of interest/support for an alternate option/additional event.