

Steps for Recognition (Interest)

1) Meet with Event Coordinator Anita Roraus to discuss information about the class or group.

- a. Does this group or class meet the criteria for Oakmont?
- b. Are the requested dates, times, facility available/flexible?
- c. 100% of your member must be Oakmonters.
- d. Clubs must be comprised of 20 or more.

If the criteria are met, proceed to the pre-club initiation phase:

2) Publication:

- a. **If classified as a class** - 1 Article must be submitted (article must be reviewed and approved first) in the Oakmont News for 1 issue to see if there is adequate interest.
- b. **If classified as a Club** - 2 Articles must be submitted to determine interest. (articles must be reviewed and approved first) in the Oakmont News for 2 Issues.

3) If deemed to be a Group/Class that Oakmont Residents would be interested in, proceed:

- a) Group or Class Leader will obtain an application from Event Coordinator.
- b) Once completed, return to Event Coordinator for review
- c) Event Coordinator submits to Board to review and decision made. (Depending on submission date, Board will review at next scheduled Board Meeting).
- d) Following the Board's decision, the Event Coordinator will communicate the outcome. If the proposal is approved, a meeting will be arranged to review the new class/club information and to establish within the scheduling system.

OAKMONT

IN THE VALLEY OF THE MOON

Oakmont Village Association

Application for Recognition by Ova

Oakmont-Based Organizations

Date _____ Instructions: Attach extra pages of explanation, as necessary.

Oakmont _____ CLUB
Name of Club you would like to initiate.

Name of Club contact: _____

Home Address: _____

Phone#: _____ Email address: _____

Purpose of Club: _____

Club will meet: _____

Please include date, time, frequency. **(Facility space is subject to availability)**

How does this Club contribute to the community? _____

Do you maintain a bank account? _____ Tax ID Number _____

Incorporated? _____ Do you have Bylaws? _____ If so, attach copy.

Name & Title _____ Signature _____

Office Use Only:

RC ___ RB ___ RNB ___; per Board action on _____

No: ___ Use OK ___ Use denied ___

**“Recognized Groups”
A Summary of Criteria, Responsibilities and Privileges**

This summary is a compilation of relevant information found in OVA's governing documents, policies and rules adopted over the years. This sheet attempts to clarify but not change the intent of such documents, policies and rules. The primary source of information is the September 23, 2003 version of the “Group & Individual Usage of Oakmont Facilities” policy (also known as the Facility Use Policy).

The impetus for preparing this summary was the advent of political clubs in Oakmont and a request for recognition from one; however it is intended that all groups that are formed by OVA members and/or residents of Oakmont may use this sheet.

Recognition

Recognition is the process (and result of that process) for new and existing groups to gain the privileges of free use of OVA Facilities and of submitting written materials for publication in the Oakmont News, as discussed below in this summary. Exhibit A is the form used to start the process. The OVA Board of Directors makes the final decision.

Recognition does not convey endorsement or sponsorship of an organization by the OVA.

Recently, the Board had to decide whether it should recognize political clubs in the face of the following wording in the Articles of Incorporation: “No part of the activities of this corporation shall consist in carrying on propaganda or otherwise attempting to influence legislation.”

After appropriate inquiry, it was determined that:

- The restriction applies to the Oakmont Village Association itself as a legal entity but not to sub-groups of its members operating outside the direct supervision of the OVA Board.¹
- The restriction is related to OVA's tax status.
- The restriction may be lessened by first amendment considerations.
- Even the OVA has the right to lobby for or against legislation directly affecting its status or operations.

Because of these findings and the need to avoid discrimination, the OVA Board then determined that it should not deny recognition to political clubs if such clubs meet the same criteria for recognition applied to all other groups.

It is important for groups of Oakmonters² to realize that being recognized does not confer upon the groups any special protection. For instance, OVA's insurance policies do not cover recognized groups.

¹A Board appointed committee is an example of a group under the direct supervision of the Board, whereas the normal recognized group clearly is not.

² Defined as OVA members and/or Oakmont residents

Criteria to Achieve Recognition

The essential criterion for recognition is to meet OVA's membership standards for groups. These are:

- Group's membership must be open to OVA members and/or Oakmont residents (collectively, "Oakmonters")
- Limitation consistent with the group's purpose is permitted (for example, women or men only, Democrats only, etc.)
- No artificial barrier, like being voted in, is permitted³
- No non-Oakmont members are permitted⁴

Types of Groups Eligible for Recognition

There are four types of groups normally eligible for recognition. (The titles used here are slightly different from the ones used in the Facilities Use Policy because the word "sponsored" used in that policy connotes more than is intended.)

- Recognized Classes
- Recognized – with bylaws
- Recognized – without bylaws
- Recognized - Affiliated

The designation "Affiliated" is reserved for those organizations that are incorporated in their own right or are affiliated with a larger organization that is. Unlike other groups, they must normally provide proof of insurance. Unlike other groups, they are allowed to have some non-Oakmonters as members.

In addition, there is the category of "Restricted". This applies to a group that applies for recognition but which for good reason is denied that status. Normally, such a group will qualify for use of facilities but must pay a fee each time. Normally, such a group will have to pay to put announcements in the Oakmont News, as well. (New groups are treated like "Restricted" unless they are in the pipeline to be recognized and it is likely they will be approved as such.)

Use Restrictions

Restrictions for use of Oakmont facilities fall into two general categories. Failure to adhere to either may result in loss of the privilege to use the facilities for one or more events. Loss of recognition is a possibility if violations continue.

- Attendance
 - At least 50% of those attending must be Oakmonters
 - The public may not be invited, but personally invited guests on a limited basis are allowed. (Groups must be careful how they announce – or allow others to announce - their events.)
- Other basic use restrictions
 - Nothing immoral, illegal, or that is destructive or likely to raise OVA's cost of insurance is allowed.

³ An exception is made for service clubs

⁴ An exception is made for "Affiliated" groups

- o OVA's normal scheduling procedures, rules for use of liquor, and other requirements apply.

The ban on inviting the public is particularly important considering insurance and other ramifications of becoming a public facility.

Publication

The Publication Policy of the Oakmont News⁵ reads as follows:

"The Oakmont News is published under the supervision of the Oakmont Village Association (OVA) Board of Directors for the informational benefit of Oakmont residents. Its purpose is to bring news of social, recreational, arts and crafts events, and programs planned by the organized clubs and groups.

"The Oakmont News is not intended to provide access to editorial articles which express the personal view of a resident and/or group of residents. Factual information will be printed as well as reports of OVA Board and committees."

(From time to time, and currently, that policy has been modified in practice to encourage "letters to the editor" of limited length.) Now, the formation of at least one political club has required interpretation of the Publication Policy. The result is that political clubs may submit articles that inform as to past and future events, including a description of topics and the names of speakers (just like any group may do), but they must refrain from including political rhetoric.

Subject to space limitations in a specific edition of the Oakmont News, recognized groups may publish an article or announcement in every issue and are not, at this time, limited to length.

There are no restrictions by the OVA for a group's publications in media outside of Oakmont – except the public must not be invited to an event held in an OVA facility.

Questions should be directed to the OVA Office.

⁵ Last revised 11/89