



RANCHO YOLO COMMUNITY ASSOCIATION

GUIDELINES FOR SPEAKERS/PRESENTERS

Introduction: On occasion, The Association invites speakers and other presenters to address residents. Alternatively, speakers, organizations, and other presenters contact The Association asking for the opportunity to make presentations to residents. The guidelines in this document will assist the RYCA Board of Directors in determining the appropriateness of speakers and other presenters.

1. RYCA Committees: The guidelines do not apply to the committees that are a formal part of The Association. Examples of those committees are as follows:

- Executive Committee
- Social and Decorating Committee
- Library Committee
- Park Purchase Advisory Committee
- Web Site and Email List Committees

2. Rancho Yolo Activities and Interest Groups: Neither do the guidelines apply to the Rancho Yolo “Activities and Interest Groups.” Those groups are not a formal part of The Association; rather, they function independent of The Association. Examples of those Groups are as follows:

- Game Day
- Bingo
- Book Club
- Bible Study
- Billiard Group

The Association provides communication services to these groups by allowing announcement of meetings/activities in the monthly newsletter and through the RYCA-Discuss Email List. The groups must abide by two requirements to use The Association's communication mechanisms:

- a. Activities and Interest Groups must be primarily for RY residents.
- b. The Groups must be open to all Rancho Yolo residents.

The resident(s) forming/leading the Group is responsible for organizing the group and making reservations for space directly with Park Management. The Association allows use of the newsletter, calendar, and email list to communicate.

3. Speakers/Presenters: Speakers and presenters invited or asking to make a presentation might include the following:

- Political candidates
- Advocates for election ballot measures
- Elected officials—e.g., City Councilmembers, County Supervisors, Assembly Members, etc., providing information on topics of interest to residents.
- Public service presentations—e.g., police, fire, transportation services, wildlife specialist on turkeys, etc.
- Commercial enterprises—e.g. computer repair technicians, financial planners, real estate agents/brokers, security alarm sales, assisted living communities, health care facilities, etc.

Speaker/Presenter Guidelines: Guidelines are needed to make certain that The Association is fair and consistent in making decisions about who will present in Rancho Yolo as guests of The Association.

- First and foremost, the presentation must be an educational seminar or a topic of interest for a number of Rancho Yolo residents.
- A Rancho Yolo resident must take responsibility for scheduling and coordinating the presentation. Those responsibilities would include set-up and clean-up.
- The presenter may not sell products/services during the presentation. Business cards may be provided to residents who request them.
- Candidates for political office may only be invited to present if all other candidates for that political office are also provided an invitation to speak.
- Advocates for ballot measures may only present if both sides of the argument have been extended an invitation to present their views on the ballot measure

Approved RYCA Board of Directors on 4/09/2014