



# Peninsula Ski Club

## Policies for PSC Members <sup>1</sup>

**PSC is a non-profit volunteer social club for the widest range of people to utilize our low cost mountain lodge to take advantage of the surrounding alpine area.**

### 1) Applications For New Members

- a) Peninsula Ski Club (“PSC”) welcomes your interest in our club. We are sociable, family oriented, have lots of fun, and develop many friendships. We also snowboard and ski. During the year after joining PSC you are a “Probationary Member” - to give both of us a year to evaluate each other, and to see if there really is a fit. To join PSC as a Probationary Member, you must do the following:
  - b) Complete the application and return it to a PSC Board member or mail it to the Membership Chair (see below)
  - c) Read and understand this “Policies for PSC Members”
  - d) Pay the Initiation and Membership fees (see Fees below)
  - e) Be over the age of 18 years
  - f) Attend a PSC Board meeting (see Board Meetings below) or meet with Board members at the Lodge in order to present your application in person and be considered for activation of your membership and to have an opportunity to learn more about PSC. In addition to meeting with Board members, we encourage you to attend a PSC social function and to visit our Lodge in Norden. Contact the Reservations Officer (below) to arrange a visit to the Lodge and overnight accommodations as a prospective member.
  - g) When you are accepted as a new Probationary Member, you will be given a door code to the Lodge and arrangements will be made for you to be helped with using the facility.

### 2) Membership types and fees

- a) Regular membership is \$100 which includes \$20 lodging credit. This is designed for a single adult or married adult when the spouse or other parent in a family will not be using the Lodge regularly. Children under age 19 of Regular members are charged the member rate for lodging, whereas spouses and are charged the nonmember rate.
- b) Family membership is \$150 which includes \$30 lodging credit. This is designed for married adults or partners when both adults plan to use the Lodge regularly. Parents and children under 19 years are charged the member rate for lodging. Both adults in a Family membership must participate in work parties
- c) Associate membership is \$50. Appointment to Associate requires approval by the Board and is reserved for members who either: (1) Have 15 years of continuous membership, and 5 work

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<sup>1</sup> The policies described here are for member information and are not intended to substitute for the PSC Bylaws and Code of Conduct which take precedence.

parties, and a year on the Board of Directors or as a chairperson or (2) Live outside the state of California or Nevada, or present documentation of “hardship” such as a medical hardship regarding ability to ski and enjoy the lodge. Associate members pay guest rates to stay at the lodge, and cannot vote on club issues.

- d) Honorary membership is exempt from the annual fee. The appointment to Honorary Life Member is done by a special election and is reserved for members who have held an elective office or have been a committee Chairperson, have been a member of PSC for at least eight years, and have performed long and meritorious club service which rendered no personal gain.
- e) Probationary member is a new Regular member or both adult members of a Family membership. Upon completion of their first year of membership and other responsibilities including participating in a work party and other forms of assistance to PSC, Probationary members can be considered by the Board to have successfully completed their probation. At the end of the Probationary year, new members are expected to volunteer to serve on a committee for a full year.
- f) Initiation fee is \$100 which is paid at the time of application. This is meant to be a one-time fee, but can be charged again to new members who have not passed probation, but wish to remain in PSC.
- g) The application for new member and renewal are emailed to members every summer or can be downloaded at [www.peninsulaskiclub.org](http://www.peninsulaskiclub.org) Send applications and payments to the Membership Chair, James Rosen 20343 Harrington Dr, Sonoma CA 95476.

### 3) Board Meetings

- a) All PSC members are welcome to attend Board meetings or to submit questions or comments to the Board by replying to the monthly notice from the Board Chairperson.
- b) Prospective members must meet with and be approved by the Board. This can be done at the monthly meeting. For those applicants for whom attending the meeting would present a hardship or for anyone who would like to activate their membership more quickly, an alternative is to arrange to meet members of the Board at the Lodge and to ski and use the Lodge immediately. Contact the Membership Chair, [james.rosen@comcast.net](mailto:james.rosen@comcast.net) 707-337-4590 to arrange a meeting at the Lodge or to let us know you will attend the regular Board meeting.
- c) The Board meeting is every third Thursday of the month, 7:30 pm at TONY ROMAS, 4233 Moorpark, South of Harrys Hofbrau on the corner of Saratoga and Moorpark, behind a gas station, just south of 280, just west of Saratoga Blvd.
- d) Anyone can communicate with the Board by sending a message to [psc-board@yahoogroups.com](mailto:psc-board@yahoogroups.com) Only Board members receive messages sent to this address.

### 4) Work Parties

- a) Every summer, projects to clean and improve the Lodge are organized by the Lodge Chair. These make the Lodge a happy and nice safe place to stay and are a fun way to share time with members during the off-season. Many members do work parties every summer, even though not required.
- b) New members must do a work party during the first summer of their membership to avoid losing their membership or having to remain on probation and pay another initiation fee. Past members who rejoined must do a work party during the first summer.

- c) All other members must do a work party every three years or sooner. Associate and Honorary members and other members for 15 years or more who have completed 5 work parties are invited, but not required to do a work party.
- d) Both adults in a Family membership must do a work party every three years or one of the adult members can do two work parties by three years. Although both adults are welcome to do their work weekend together, they also can sign-up for different weekends as long as both work parties are done every three years.
- e) You can buy-out of the work party obligation by paying \$100 (\$200 for family membership) at the time of your annual renewal
- f) Work parties are held on the 3rd weekends of June, July and August. The work hours usually are most of the day Saturday and a short time Sunday morning. Many people arrive Friday night.
- g) The way to sign-up for and have a record of your participation is make a bed reservation online for the work party weekend. There is no fee to stay at the lodge for a work party.
- h) Three meals on Saturday and one or two on Sunday are normally provided by PSC

## 5) Reservations for the Lodge

- a) Reservations are required in order to stay at the Lodge and park in Viking and are made online at [www.peninsulaskiclub.org](http://www.peninsulaskiclub.org) Please make your reservations in advance, before arriving at the Lodge, as the Lodge computer may not be functioning.
- b) The first time you make a reservation, click on the “Example of how to make a reservation” placed on the reservation page. This image shows how to fill-in the form, which can be confusing at first.
- c) Suites A and B and the Co-Ed space can be used by men and women, adults and children. Suite C is for women and children, including male children under the age of 12.
- d) You can reserve beds and parking up to 14 days in advance for members and their immediate family, 10 days for guests, and 15 days for Board members and Committee Chairs. Reservations made too far in advance are subject to cancellation by the Reservations Officer.
- e) If you have a reservation for parking at Viking, put a PSC sign or a copy of your reservation with the PSC logo on your dashboard when you park. Park the correct way, in the correct place. Cars inappropriately parked or without reservation are subject to towing. (See parking below)
- f) In the event of a dispute regarding a bed or a suite, the person holding a printed paper reservation confirmation will prevail. Never take a bed that you have not reserved even if it looks empty.
- g) Canceling or modifying a reservation: To add more days or beds, you go online again and make another reservation for the extra space. To cancel all or part of your reservation, including beds or days, you have to contact James Rosen (Reservations Officer) at 707-337-3490 or [james.rosen@comcast.net](mailto:james.rosen@comcast.net). Please cancel in advance in order to free space for other people, but if necessary cancellations to avoid charges can be done retroactively as well. On busy weekends, if you cannot contact James Rosen to cancel, please call the Lodge at 530-426-0232 to notify someone that your space is available. Your lodging charge is based on the computerized reservation system. If you don't cancel through the Reservation Chair, you will be expected to pay the amount entered in your original reservation. Failure to cancel in a considerate and timely manner is subject to charges for the beds by the Reservations Officer even though unoccupied.

- h) The lodge is heavily used during the following times and early reservations are advised: Thanksgiving, Christmas to New Years, Martin Luther King weekend, Presidents weekend, and spring break.
- i) We have never turned away a member on a crowded night. One way or another, space will be created, though it is best to call the Lodge 530-426-0232 or James Rosen 707-337-4590 to review the situation.
- j) Payment for lodging: Pay for your lodging by completing a Lodging Payment Worksheet, available online at [www.peninsulaskiclub.org](http://www.peninsulaskiclub.org) and in the Lodge, and depositing it in the Payment Box at the Lodge or mailing it to PSC PO Box 212, San Mateo CA 94401-0212. Send your payment by the end of the month after you stayed. You may contact the Finance Officer if you have any questions about your account.
- k) Lodging is more comfortable and friendly when members follow the reservation procedure correctly. The most common errors members make with reservations are:
  - i) Reserving more than 14 days in advance and consequently having their reservation cancelled by the Reservations Officer
  - ii) Thinking they have a confirmed reservation but do not, because they didn't finish going through all the continuation and confirmation pages in the reservation process
  - iii) Not entering the number of non-members in their reservation. Anyone who is not a member, including spouses of "Regular" members, must pay the \$5 per day extra charge.
  - iv) Changing beds in the lodge to others that look empty, without going on-line to reserve those beds. You never know if someone has already reserved them and will be arriving to take their space.
  - v) Instead of making a reservation on-line, writing it on the sign-in sheet at the lodge. That makes the reservation and accounting people have to cross-check paper with the computer reservation system. Simplify the accounting please by only making electronic reservations. Besides, having all reservations in a database allows us to analyze lodge use.
  - vi) Parking at Viking without a reservation. There are only 6 spaces for PSC. If you park there without a reservation, there could be trouble with snowplowing and with the Viking Club and your vehicle is subject to towing.
  - vii) Changing numbers of days in the reservation or canceling without notifying the Reservations Officer.
  - viii) Being confused by the "number of people" summary in your reservation confirmation. The reservation program wants to count all items you check in your reservation list as "people". So if you reserve two beds and one parking space, the reservation system will say you have 3 "people", because it counts parking as a people. Don't let that quirk bother you.
  - ix) Not making a reservation for a work party weekend, which makes it difficult to determine who participated. There is no charge to stay at the lodge for a work party, but we need a record of your attendance. A computer reservation is the most reliable one. Registering on the sign-in sheet is not sufficient.
- l) Lodging charges
  - i) Winter: regular bed \$10, Suite \$30 for two people and \$10 for each additional person, parking at Viking \$5
  - ii) Summer: regular bed \$5, Suite \$20 for two people and \$10 for each additional person, parking at Viking \$5
  - iii) The extra daily charge for each nonmember on your reservation is \$5 winter and summer. Children of Regular and Family memberships who are 18 years old and younger are charged

the normal member rate. Spouses of Regular members pay the extra nonmember charge. All other friends and family and Associate members must pay the nonmember charge.

- m) Hosting groups over 10 people: Members must adhere to the following procedure:
- i) Groups are generally welcome during non-peak times, such as mid-week, or Friday nights during the November through Feb. peak season, or preferably in March and April, or spring, summer and fall. Saturday nights during peak season and the holiday weekends are unlikely to be approved for large groups. The member should contact the Reservations Officer – [james.rosen@comcast.net](mailto:james.rosen@comcast.net) 707-337-4590 at least two months in advance to discuss your proposal. He can compare the beds you want with the usual occupancy at that time of the year. If it seems possible to accommodate the group, the proposal must be forwarded by the member to the Board and to the entire membership with a message to [pscmembers@yahogroups.com](mailto:pscmembers@yahogroups.com) Final approval depends on the Board and Reservations Officer.
  - ii) Group reservations usually include nonmembers mainly. Reservations for the nonmembers are to be made no sooner than 10 days in advance. Once the reservations are made, The PSC member sponsoring the group must pre-pay the reservation at that time. There is no refund for cancellation of groups.
  - iii) The PSC member is responsible in all ways for their group while at the lodge including maintaining appropriate behavior, keeping the Lodge neat and clean, cleaning and shutting down the utilities upon departure, and paying for damage.
  - iv) The PSC members must sign in each of their group members, and escort them to their assigned bed, explaining how they cannot take any except the assigned bed.

## 6) Staying in the Lodge in Norden

- a) Directions to the Lodge, 10053 Lake Angela Drive, Norden: Heading East on Highway 80, go 53 miles past Auburn to the Norden/Soda Springs exit. Turn right at the stop sign at the end of the Norden/Soda Springs off ramp. Proceed 3.6 miles. You pass the Sugar Bowl gondola area. One-half mile later you will see Donner Ski Ranch on the left side of the road. As you face Donner, Lake Angela Drive is on the right side of the resort. The Peninsula Ski Club Lodge is a cream and blue building, with a sign, on the right side of this road. ENJOY! PSC Lodge phone: 530-426-0232.
- b) Arrival at the Lodge
  - i) Sign-in all members, guests, and children on the register. Also indicate if anyone is a guest, who is the sponsor, and whether parking is reserved. Write legibly.
  - ii) Loading and unloading: Do not park in front of the Lodge for more than two minutes in order to not block the road or disturb our neighbors. Snowplows can be especially punitive if your vehicle is in their way. Move your vehicle to a legal parking place immediately after.
  - iii) Parking: PSC pays for six parking spaces at Viking Ski Club which is located on Hwy 40 just past the road to Sugarbowl Mt Judah. Never park there without a reservation. Put a PSC sign or paper with logo on your dashboard. Park your car on the right side of the lot, across from the Viking at a 45-degree angle, closer to the entrance as opposed to the back of the lot where the snowplow pushes snow. Back into your parking space. Please move your car out daily so it can be plowed if there is fresh snow.
    - (1) Other parking options: You can park on the road (Hwy 40). If it will snow overnight or there will be more road plowing, you should expect to find your car surrounded by snow from the plow. When the roads are clear and no storm is expected, there generally is no

problem with parking on the road. Never park there in blizzard conditions or you may be buried or towed. Sugarbowl offers underground parking ½ mile from the Lodge at the Gondola area. Their service is not inexpensive.

- (2) Parking No-Nos: Do not park at Viking without a reservation. You can park at Donner Ski Ranch if you are skiing, but never park there overnight or your car will be buried or towed. The condo parking above the Lodge on Lake Angela Rd is private property, not for PSC parking.

c) Security

- i) Doorcodes: Members are issued a 9-digit security code to unlock the front door – the only access to the Lodge. Never give your door code to anyone, including your guests or children. The first three numbers are your member number. If you forget your door code, contact the Membership Chair (James Rosen 707-337-4590 james.rosen@comcast.net). If he cannot be reached, the President also has the door code list (see the PSC roster). Arriving at the Lodge without your door code can be problematic, because you might not be able to get in.
  - (1) Access to the Lodge is restricted to PSC members and their guests - keep strangers out. An adult PSC member must always accompany PSC guests (including non-member spouses), and children of members when they are in the Lodge. Do not prop open the front door. Lock all doors if you are the last to leave the Lodge.
  - (2) Safety: Be sure you and your guests and all children are familiar with the location of all fire escapes, fire extinguishers, and water hoses. Read the “Safety for Children at the Lodge” signs if you have children. Go over the potential dangers with them. **NO SMOKING** in the Lodge, including the locker room and work area.
  - (3) Prohibited items: Weapons, including but not limited to: Firearms, BB and pellet guns, air pump guns, knives, hatchets, dirty socks and slingshots. Fireworks of any type including sparklers. Pornographic material including videos inappropriate for viewing by children. No animals in the Lodge including the locker and work bench room.

- d) Chores. There is a chore list at the check-in. Everyone, including children 10 years and older are expected to do a chore. The most important chores are keeping the fire escape porch free of snow and clearing snow from the front of the garbage box on the street – garbage is collected on Mondays and must be accessible during the weekend for clean-up. Dishes and food on counters and tables should be cleaned immediately after use.

- i) Departing the Lodge: Leave the Lodge in better shape than you found it. Take the initiative to find areas that can be cleaned or neatened. The last person to leave the Lodge must close all seven exits (front, living room, workbench room, fire escapes). Turn down the heat and set both water heaters to ‘low’ setting, close the fireplace doors, throw out all remaining garbage, unplug the coffee maker and toaster, and turn off all lights.

e) Food and drink

- i) Cooking: The lodge has microwave ovens, outdoor gas barbeque, cooking vessels, toasters, coffee pot, eating utensils, and refrigerators. There is a “device” cooking shelf in the locker room, which can handle crock pots, rice cookers, and other cooking devices. Also, there are restaurants and cafes within a few miles of the lodge.
- ii) Do not dispose of food waste down the kitchen sink.
- iii) Storing food and refrigerator space: We have two refrigerators, one in the kitchen, the other in the locker room. When the lodge is full, try to leave some space for others. The locker room is a great place to store food because it is cool enough during the winter and reduces crowding in the refrigerators. Please do not store your food on the cooking shelf in the locker room or on

tables or counters in the kitchen. Food labeled PSC in the refrigerator and in the kitchen cabinets is available for member use. All food must be marked with your name. At the end of your stay, please dispose or take home your unused food or label your leftovers as PSC for others to use. However, do not leave perishable food if no one is expected to remain in the Lodge. It may be acceptable to mark and leave a few nonperishable items such as frozen meals, jars or cans if you expect to use your leftover food within a couple weeks. However, those items are subject to being disposed when the refrigerators and cabinets are reorganized and there is no guarantee that you will find them upon your return.

- iv) Bar policy: No one under 21 is allowed in the bar when it is open and alcohol is being served. Children should stay in the family room, TV area or kids club loft when the bar is open and working. The person who opens the bar is responsible for closing it, unless that person transfers the responsibility to another member with a bar key. The bar is stocked with alcoholic and non-alcoholic beverages by the Bar Custodian. To purchase drinks buy a bar-card and add punches for each drink. Speak to the Bar Custodian about getting your own key to the bar.
- f) Lights out, quiet policy: Lights out in the dorm space from 10:00 pm to 7:00 am. Use a flashlight during these hours. Do not talk above a whisper in the dorm space so as not to disturb early sleepers. 10:00 pm begins quiet time in the kitchen, bar, and living room areas as well. Please do not disturb sleepers with loud music, shouting, slamming doors etc.
- g) Videos and video games: PSC seeks a family/child friendly atmosphere. R rated videos and M rated video games are not appropriate when young children are around. Children in the kids club loft are always unsupervised and M rated video games should be kept out in case young children join the loft.
- h) What to bring: Sleeping bag (or sheets and blanket), pillow, towels, toiletries, clothing, food, drinks, and sports equipment. We recommend you mark your gear (even rental gear) with your name, so as to avoid any gear mix-ups. Ski and snowboard equipment, except boots, are left in the locker room, not inside the Lodge. The Lodge provides cleaning and paper products, dishware and cookware, and a fluctuating array of coffee, tea, hot chocolate, popcorn, condiments, and seasonings. Donations of kitchen and other household gear in good condition is welcomed.
- i) Other. No overnight sleeping is permitted in the living rooms.
- j) Lockers and storage:
  - i) To request a locker, add it to the payment list on the application. Large lockers are \$150 per year and come with a \$90 credit toward lodging, making the actual cost \$60.00. Small lockers are \$50.00 per year with a \$20 lodge credit. All locker holders must sign a locker lease agreement, downloadable at [www.peninsulaskiclub.org](http://www.peninsulaskiclub.org), and send it with their application and fees. Violation of the locker rules is subject to removal of the locker contents and re-assignment of the locker to another member.
  - ii) Other storage: Sleeping bags and pillows may be stored in a stuff sack, not in a garbage bag, with the member's name clearly marked on the stuff sack. Members may also store one standard size foot locker, marked with their name. Guests are not allowed to leave belongings stored in the Lodge. Any stored item marked with a guest name is subject to disposal.
  - iii) Abandoned gear: PSC considers all gear including sleeping bags, clothing, or even expensive ski gear left in a locker, to be abandoned if a member does not rejoin or pay for their locker. Loose belongings and other gear not stored properly (e.g., in garbage bags) are

subject to disposal. PSC will not seek out people to return abandoned gear. There is a lost and found in the men's dorm. Remaining items will be disposed yearly.

iv) Computer: There is a PSC computer and access to the internet via a high speed wireless cellular network. Only adult members are allowed to use the computer or the wireless network – no children and no nonmembers. The password for the connection for use of a personal computer is posted near the modem at the registration area. The primary function of internet access is to manage the reservation system. Members can also check their email and briefly surf the internet. Please limit your online time to 10 minutes for the club computer if there are other people in the area who might want to use it. The internet connection on the club computer or personal computer is not allowed for long periods of time or to download video and other bulky contents. The connection is a shared bandwidth, therefore, members must restrict their use in order to avoid high bills during the winter season. Problems with the computer can be reported to the Computer Administrator or Cyber Chairman.

#### 7) **Communication with Members of PSC**

- a) All members are enrolled in [pscmembers@yahoo.com](mailto:pscmembers@yahoo.com) Important news and club business are distributed by email via this address throughout the year. Members can send a message to the membership by putting [pscmembers@yahoo.com](mailto:pscmembers@yahoo.com) in the "to" line of your email. People are encouraged to send messages about club affairs, the Lodge, and skiing/boardings. If you have a question or concern about the club or Lodge and haven't found an answer, send a message. Other messages not directly relevant to the club and advertisements will not be approved by the list serve moderators in order to protect the membership from spam and nuisance messages. Also for email security, files cannot be attached to messages; all information must be put into the body of the message.
- b) The club newsletter, the Track, is distributed on paper periodically by regular mail.
- c) A member roster with name, home town, and telephone is distributed to all members.

8) **Discount ski passes** are offered on a one time basis each year through the Bay Area Council of Ski Clubs. Members are notified by the BAC Liaison via [pscmembers@yahoo.com](mailto:pscmembers@yahoo.com) when the sale is available.

9) **Ski racing:** We have a fun, recreational race team which races in the Open League, open to all ages and ability. This is not the team to join if your child has Olympic aspirations. There also are training clinics through the Open League and masters clinics at Squaw Valley and Sugarbowl. Contact the Athletic Committee chairperson for more information on downhill ski racing. In addition, there is an active cross-country ski racing schedule in the area, organized by [www.farwestnordic.org](http://www.farwestnordic.org) Contact James Rosen at [james.rosen@comcast.net](mailto:james.rosen@comcast.net) for more information on racing and other cross country skiing nearby the Lodge.

10) **Volunteerism.** PSC is a volunteer organization that depends on members taking responsibility for the leadership, management of club affairs and upkeep of the Lodge. New officers, Board members and committee chairs are needed regularly. (See list below.) Members are encouraged to volunteer or to be nominated for a club position no later than sometime during their first few years of membership. There is always work to be done on the Lodge and other improvements to the operation of the club. Figure out a contribution you can make. Contact the relevant committee chair and help out.

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|---------------------------------------------------------------------|---------------------------------|
| a) Board member, President, Vice-President,<br>Secretary, Treasurer | n) Merchandise Chair            |
| b) Athletic Officer                                                 | o) Nomination & Elections Chair |
| c) Bar Custodian                                                    | p) Payments Officer             |
| d) Bylaws Committee                                                 | q) Publicity Chair              |
| e) Computer Administrator                                           | r) Recruiting Officer           |
| f) Door Access Box Custodian                                        | s) Reservations Officer         |
| g) Finance Chair                                                    | t) Social Chair                 |
| h) Historian                                                        | u) Supplies Officer             |
| i) Kids Club coordinator                                            | v) Track Editor                 |
| j) Liaison to BAC                                                   | w) Travel Chair                 |
| k) Locker Custodian                                                 | x) Webmaster                    |
| l) Lodge Chair                                                      | y) Yahoogroups Moderator        |
| m) Membership Chair                                                 |                                 |

### **11) Violations of rules, fines, and disciplinary action**

When serious violations of rules are brought to the attention of the Board, the member who was responsible may be subject to disciplinary action. Reminder, members are responsible for the behavior of their guests and children. Examples of violations include giving a doorcode to a nonmember, allowing a guest in the Lodge or children without the member being present, not signing-in the register, taking a bed without a computer reservation, smoking, not properly closing the Lodge, inappropriate parking, not attending the work party, excessive noise or inappropriate behavior, not cleaning or doing chores, bringing prohibited items into the Lodge, allowing minors access to the bar, lateness with Lodge fees, inappropriate use of the PSC roster. Action which the Board may take includes: discussing the member's violation at the Board meeting, blocking the Member's doorcode, levying a fine, requiring that the Member re-read the Policies for PSC Members and write a letter to the Board, decision to not remove the Member from probation, expulsion from the club and other action depending on the circumstances. The Lodging Chair also can levy fines for rule violations without approval by the Board, however members fined may appeal to the Board.

- 12) Privacy policy** PSC has a policy to protect the privacy of club members in connection with information that is collected and disclosed. "PSC does not disclose information it collects to any person not a member of PSC, other than as required by law." A full copy of the Privacy Policy is available from the Board.