

**Constitution and Bylaws
of the
Chippewa Snow Chasers
Snowmobile Club Inc.**

Revised September 14, 2004

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Purpose

The Chippewa Snow Chasers Snowmobile Club was organized in March 2000 to promote family participation in snowmobiling. The CSCSC Inc. is and forever will be a nonprofit corporation. Its purpose is to open, create and maintain trails in the Eastern Upper Peninsula of Michigan and to make snowmobiling safer and more enjoyable for the entire family. Should the CSCSC Inc. ever dissolve through actions of its members or an act of God, its assets and any possessions and equipment will become the property of the Eastern Upper Peninsula Snowmobile Council.

Code of Conduct

I will be aware of and obey all State, Local and Club Rules and Regulations.

I will keep my snowmobile in safe operating condition.

I will respect the property and trails I ride on, whether on public or private lands.

I will treat the environment with respect by not littering, by waiting for enough snow cover to protect vegetation, by avoiding running over trees and shrubs, and appreciate but not disturb animals or other outdoor users.

I will do my best working with committees and helping out with club activities and events.

I will act responsibly and be responsible for my guests recognizing that my actions reflect on all snowmobile owners.

ARTICLE 1: Name

Section 1: The name of this club will be the **Chippewa Snow Chasers Snowmobile Club Inc.** and will be referred to herein as **The Club**.

ARTICLE 2: Fiscal Year

Section 1: The fiscal year shall run from April 1st to March 31st.

ARTICLE 3: Meetings

Section 1: Regularly scheduled meetings of **The Club** when held will be on the second Tuesday of the month. The meetings may be held at various locations in our area and will be announced. Regular meetings start at 7:00 P.M.

Section 2: To call a meeting to order, there must be a total of five qualified voting members including two Executive Committee Members.

Section 3: Only members in good standing are entitled to vote.

Section 4: If an occasion arises that cannot wait until the next regularly scheduled meeting, the President can call an Executive Committee Meeting. With the exception of Article 6, Section 6, all decisions at an Executive Committee Meeting are binding unless overridden by a two-thirds vote at the next regularly scheduled meeting. All Executive Committee Meeting decisions will be made available at the next regularly scheduled meeting.

ARTICLE 4: Membership

Section 1: There shall be four classes of membership:

Family Membership: For paid members eighteen years of age and older in good standing, each spouse will have one vote.

Individual Membership: For paid member eighteen years of age and older in good standing, receives one vote.

Commercial Membership: All businesses that wish to support **The Club** have one vote.

Life Membership: Life memberships will be granted utilizing the following formula:
Yearly membership dues times 10.

Section 2: New members must submit application and payment to **The Club** Secretary. At the next regularly scheduled meeting their application for membership is automatically accepted unless it is denied by a two-thirds majority vote of those present.

Section 3: Membership size or curtailment thereof must be advertised in the monthly newsletter before it can be voted on at a regularly scheduled meeting. A two-thirds vote of those in attendance is required to limit membership size.

Section 4: Members in "good standing" are members whose dues are current and who have not been sanctioned by the Executive Committee.

ARTICLE 5: Dues

Section 1: Membership dues will remain the same as the prior year unless it is determined by a majority vote of those present at the first meeting of the fiscal year to raise or lower the dues.

Section 2: Membership runs from April 1st to March 31st.

Section 3: Membership will be maintained in the current year until November 1st, at which time nonpayment of dues will result in the membership lapsing. Reinstatement can be made by paying the current years dues.

ARTICLE 6: Officers

Section 1: Officers of The Club will consist of:

- President
- Vice President
- Secretary
- Treasurer
- Trustees (3)

Section 2: Officers are elected for a term of two years, starting in April 2000. Nominations will be accepted in writing to the Secretary beginning January 1 of the election year until the end of the March regularly scheduled meeting of the same year. Nominations can be accepted from the floor during the January, February or March regular meeting, if those persons are present to accept or decline. Nominations will be posted prior to the April regularly scheduled meeting. Elections will be held with the new officers taking over at the end of the April regularly scheduled meeting.

Section 3: Voting on officers can be by secret ballot or show of hands. The President will ask if anyone objects to voting by show of hands. One objection will warrant voting by secret ballot. In the event there is only one candidate for any one office, the President will direct the Secretary to cast a unanimous ballot containing the name of the nominee, making their selection official.

Section 4: Nominees for office must be members in good standing and have attended at least fifty percent of the Meetings in the prior twelve months or have been excused from those meetings by the membership.

Section 5: Except in cases of Article 7, Section 2, if a vacancy should occur during a regular term, the Executive Committee will make an appointment to fulfill the term.

Section 6: The Executive Committee will have absolute authority to deal with violations of the Constitution and Bylaws.

ARTICLE 7: Duties of Officers

Section 1: President: The President should preside at all meetings of **The Club**. The President or designee will decide all points of order that may arise during the meeting. The President will not vote on any matters before **The Club** or Executive Committee except in the case of a tie. In this case the President will have the deciding vote. The President will be an ambassador for **The Club**. The President will conduct himself or herself with dignity and honor putting **The Club** and the sport of snowmobiling in a positive light with the general public. The President will promote **The Club** as much as possible by bringing good publicity about **The Club** to the attention of the general public. At all times while representing **The Club**, the President will conduct himself or herself above reproach.

Section 2: Vice-President: The Vice-President will assume all the powers and authority vested in the Office of the President in the President's absence or inability to fulfill his or her duties. In addition, the actions of the Vice-President while representing **The Club** will be in such a manner to support the President in promoting **The Club** and the sport of snowmobiling in a positive light with the general public by conducting himself or herself above reproach. The Vice-President will assume all of the duties of the Office of President in the event of the President's death, resignation, or removal from office. The Vice-President will also be an Ex Officio Member of all committees.

Section 3: Secretary: The Secretary will record all proceedings of **The Club**. At regularly scheduled meetings, the Secretary will report on the proceedings of the previous meeting. The Secretary will maintain any records required by **The Club**. It will be the duty of the Secretary to send out all notices to members of **The Club**. The Secretary or designee will receive and answer communications, read all notices received, and sign all notices issued by **The Club**.

Section 4: Treasurer: It is the duty of the Treasurer to pay bills presented to him or her authorized by **The Club** membership at a regularly scheduled meetings, Executive Committee Meetings, and routine expenditures. The Treasurer will keep a record of all monies received and disbursed. The Treasurer will supply a report of all receipts, expenditures, and balances of all accounts at every regularly scheduled meeting. At the close of his or her term, the Treasurer will submit a report and all records belonging to **The Club**. The books will be approved by the Trustees on recommendation of the Executive Committee at which time they will be turned over to the successor.

Section 5: Trustees (3): It will be the responsibility of the trustees to audit the financial records of **The Club** at least yearly. Any discrepancy will be reported to the President and subsequently to the membership. The financial records of **The Club** may be audited by an external agency upon a two-thirds vote of the membership at a regularly scheduled meeting.

Section 6: Executive Committee: The Executive Committee will consist of all officers, President, Vice-President, Secretary, Treasurer and Trustees. The duties will consist of taking care of any business that because of its urgency cannot wait for the next regularly scheduled meeting. It will be the duty of the President to call such a meeting and he or she will preside at such meeting. Three of the six members of the Executive Committee must be in attendance to make a quorum. The business of the Executive Committee may be conducted on the phone. All decisions of the Executive Committee will be reported at the next regularly scheduled meeting. Executive Committee Members may preside at regularly scheduled meetings of **The Club** in the absence of the President.

ARTICLE 8: Committees

Section 1: There shall be two types of committees:

a. **Standing Committees:** Two or more members shall be appointed by the President. Members are encouraged to volunteer to participate in committees.

b. **Temporary Committees:** The President shall appoint two or more members, for a term of duration determined by The President, usually to perform a specific special task.

Section 2: Committee's who report at regular meetings will submit a written financial statement to the Secretary if the committee's financial base has changed.

ARTICLE 9: Rules and Regulations

Section 1: All meetings will be run using Robert's Rules of Order and enforced by the President or designee.

Section 2: The Constitution and Bylaws can be amended by the following procedure. A motion is made to amend the Constitution and Bylaws. After a second and discussion, the membership in attendance will vote by a simple majority to advertise the amendment to the membership. At a subsequent regularly scheduled meeting, the amendment can be approved by a two-thirds majority vote of the members present.

Section 3: If a member exhibits behavior that a fellow member feels is inappropriate, he or she should bring that behavior to the attention of the President. The President will discretely handle the situation if possible. If the President deems necessary, he or she can call a meeting of the Executive Committee for discussion. The Executive Committee can take action deemed necessary up to and including suspension or expulsion from **The Club**. In the event someone feels the actions of the President are inappropriate, he or she can approach the Vice President. The Vice President will use his or her discretion to handle the situation. The President can only be removed from office by a two-thirds vote of the members present at a regularly scheduled meeting. The President will be excused from the room while the discussion and vote is taking place. Once removed, the Executive Committee can meet to decide any other action needing to be taken, up to and including suspension or expulsion.

ARTICLE 10: Organizational Disclosure

- A. The organization is organized exclusively for charitable, religious, educational, and /or scientific purposes under section 501 (c) (3) of the Internal Revenue Code.
- B. No part of the net earnings of the organization shall insure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170 (c) (2) of the Internal Revenue Code, or corresponding section of any future tax code.
- C. Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose.

Amy S. Preville (Sig)

Amy S. Preville

Notary Public, Chippewa County, Mi.

My Commission Expires March 22, 2004

Chippewa Snow Chasers

Name of Organization

Donald D. Brelsford (Sig)

Signature of Officer or Person

Holding Power of Attorney

April 2, 2001

Date

(Original copy on file)

ARTICLE 11: Order of Business

1. Call the meeting to order.
2. Roll Call of Officers and Members present and excused members.
3. Check to make sure a quorum is present to conduct business.
4. Reading and voting on approval of the minutes from last meeting.
5. Secretary's Report.
6. Treasurer's Report.
7. Vote on any expenditure.
8. Committee Reports and financial statements if necessary.
9. Unfinished Business.
10. New Business.
11. Any other business for the good of **The Club**.
12. Adjournment.

ARTICLE 12: Amendments - Chronology

1. Sept 13 00 - Lifetime Memberships - Article 5
2. Sept 13 00 - Eliminate Member at Large - Article 6
3. Sept 30 00 - Club Dissolution - Purposes
4. Sept 30 00 - Forever Nonprofit - Purposes
5. Dec 04 01 - Change language, add Executive Committee Members, and reformat all 12 articles to expedite meetings and expenditures.
6. April 9 02 - Add one trustee position for a total of three (3).
7. May 14 02 - Change Nominations rule in Article 6.
8. May 5 04 – Change language in membership, officer's duties and committees.
9. Sept 14 04 – Change in Article's 3, 4, 6, 7, 9, and 10