

Baker River Valley Snowmobile Club

By-Laws 2018

The name of this organization shall be **Baker River Valley Snowmobile Club (BRVSC)**. BRVSC is operating as a 501c4 as a non-profit organization.

Mission Statement:

1. To promote greater interest in snowmobiling as a recreational sport.
2. To promote good sportsmanship, snowmobile safety and conservation practices.
3. To assist in the development and maintenance of trails.
4. To promote and maintain good public relations with land owners and governmental agencies in the trail design, maintenance and in recreational riding.

Members and Meetings:

1. Membership year shall be July 1st thru June 30th.
2. **Membership:** The members of the Organization shall consist of persons 18 years and older. Members of the Organization in good standing shall elect, by a vote of a majority of the members of the Organization present at any meeting or special meeting of the members.
3. There shall be no honorary member category.
4. **Rights of Members:** The rights of members to vote, and all other rights, title and interest in or to the Organization shall cease on the termination of membership, and at the time he/she shall surrender all club property.
5. **Meetings:** Regular meetings shall be held on a day designated by the Board of Directors.
6. **Special Meetings:** Special meetings of the members may be called at any time by the President or Vice-President or by two members of the Board of Directors.
7. **Annual Meeting:** The annual meeting shall be held in June, at such time and place as shall be determined by the Board, for election of Officers and Directors.
8. Each member is fully responsible for themselves and their actions at any sponsored function. The individual, member or non-member, shall not hold the club, or any of its members or officers liable due to their actions or indiscretion as they apply to the law. The Board of Directors reserves the right to remove anyone from any club function whose actions are deemed inappropriate or irresponsible.
9. There shall be no alcohol at business meetings or on club property.

Directors:

1. The business and property of the Organization shall be managed and controlled by a Board of Directors who shall be elected annually by the members to hold office until the next annual meeting of the members or until the elections and qualification of their respective successors, except as hereinafter or otherwise, provided for filling vacancies.
2. The number of directors for this Organization shall be nine, consisting of the President, Vice-President, Secretary, Treasurer, Trail Administrator, plus four Directors, elected from the current members in good standing presented by the Nominating Committee.
3. Any Director may resign at any time by giving written notice of such resignation to the Board of Directors.
4. Any vacancy in the Board of Directors occurring during the year may be filled for the unexpired portion of the term by the Directors then serving by a majority of the Board present and voting. Any Director so elected by the Board of Directors shall hold office until the next annual meeting of the members of the Organization or until the election of his/her successor.
5. A quorum for the Board of Directors shall be five members in order to conduct business. The action of a majority of the members of the Board present at which there is a quorum shall be the act of the Board of Directors. If at any meeting there is less than a quorum present, a majority of those present may adjourn the meeting. Notice of all Directors meetings except as herein otherwise provided, may be waived by any member of the Board of Directors and may be held without notice at such time and place as shall be determined by the Board. Any business may be brought to any Board of Directors meeting. At any meeting at which every member of the Board of Directors be present, even though without notice or waiver thereof, any business may be transacted. At all meetings of the Board of Directors the President or Vice-President or in their absence, a chairman chosen by the Directors present shall preside.
6. The Directors and Officers may act as Board of Directors to enter into contracts, or other operations conducted by the Organization, and otherwise act for and on behalf of the Organization. Directors shall not receive any stated salary for their services as such, but by resolution of the Board of Directors, a Director or other member rendering unusual or exceptional services to the Organization may be compensated to an amount appropriate to the value of such services.
7. All corporate powers except those otherwise provided for in these by-laws, and in the Laws and Statutes of the State of New Hampshire, shall be vested in the Board of Directors.
8. The Board of Directors shall be responsible for an annual audit of the Treasurer's books at the end of each fiscal year. Every third year an outside audit will be conducted of the Organization.

Officers/Directors:

1. The Officers of this Organization shall be the President, Vice-President, Treasurer, Secretary and Trail Administrator. All Directors, except the President and Vice President may hold multiple offices.
2. In case any office of the Organization becomes vacant by death, resignation, retirement, disqualification, or any other case, the majority of the Directors then in office may elect an officer to fill such vacancy, and the officer so elected shall hold office and serve until June 30th
3. The **President** shall preside at all meetings of the members and of the Board of Directors of the Organization. He/she shall have the general charge and supervision of the affairs of the Organization, and shall do and perform such other duties as may be assigned to him/her by the Board of Directors.
4. The **Vice-President**, at the request of the president, or in the event of the absence or disability of the President, shall perform the duties and possess and exercise the powers of the President; and to the extent authorized by law, the Vice-President shall have such other powers as the Board of Directors may determine, and shall perform such other duties as may be assigned to him/her by the Board of Directors.
5. The **Treasurer** shall have charge of such books, documents and papers of the Organization as the Board of Directors may direct. The Treasurer shall keep a record containing the names and addresses of all persons who are members of the Organization. Such books will be open to the public as prescribed by law. He/she may sign, with the President or Vice-President in the name of and on behalf of the Organization, any contracts or agreements authorized or ordered by the Board of Directors. The duties of the Treasurer shall be to have custody of all funds, property, and securities of the Organization, subject to such regulations as may be imposed by the Board of Directors. He/she may be required to give bond for faithful performance of his/her duties, and in such sum and with such securities as the Board of Directors may require. When necessary or proper, he/she may endorse on behalf of the Organization for collecting checks, notes and other obligations, and shall deposit to the credit of the Organization at such banks of depository as the Board of Directors may designate; shall sign all checks of the Organization and all bills of exchange and promissory notes issued by the Organization, except as in the case where the signing and execution thereof shall be expressly designated by the Board of Directors or by these By-laws to some other officer or agent of the Organization. He/she will enter regularly in the books of the Organization and shall exhibit such books at all reasonable times to any director or member upon application at a location agreeable to the President or his designee. He/she shall, in general, perform all duties incidental to the office subject to the control of the Board of Directors.
6. The **Secretary** shall attend all meetings, and keep accurate minutes of the meetings of the Board of Directors and the general meetings of the membership. The Secretary shall perform such other tasks as may be designated by the Board of Directors. The Secretary shall be responsible for the liaison between the Organization and the public. Including press releases and special notices, as designated by the Board of Directors.

7. The **Trail Administrator** shall supervise and be responsible for snowmobile trail maintenance. Other responsibilities shall include Grant-In-Aid, attendance at state meetings, related record keeping, and any other task the Board of Directors may designate. He/she shall be free to call upon any member for assistance in making his/her plans and trail layouts. The trail administrator has authority over groomer operators and equipment maintenance. The Trail Administrator is responsible to insure that all operators are properly trained to adhere to grooming guidelines. All groomer operators operate under the direction of the Trail Administrator. The Trail Administrator has the authority to suspend an operator from grooming at any time. The Trail Administrator may appoint additional Administrators as necessary.
8. Officers or members of the Board of Directors may be removed from office by the affirmative vote of two-thirds of all of the Directors at the regular or special meeting called for that purpose, for any reason deemed sufficient by said Directors.

Elections:

1. Elections for all Officers/Directors shall be held at the June meeting. For the purpose of selecting candidates, the President shall appoint a Nominations Committee of three members, one of whom shall be a Member of the Board, who shall act as the Chairman. The Nominating Committee shall be appointed at the April meeting, and submit a list of nominees at the May meeting. It would be desirable for the Nominating Committee to have two candidates for each office to be filled, but that is not necessary. Nominees from the floor will also be permitted. Elections at the June meeting may be conducted according to the will of the members present, or according to Robert's Rule of Order (newly revised).

Prohibition against Profit Sharing:

1. No member, Director, Officer, or employee of, or member of a committee of, or person connected with the Organization, or any private individual shall receive at any time any of the net earnings or pecuniary profits from the operation of the Organization, provided, that this shall not prevent the payment of any such portion in effecting any of its purpose shall be fixed by the Board; and no such person or persons shall be entitled to share in the distribution in the Organization's assets.
2. Money will be given to charitable organizations as determined and approved by the board. The organization will make no donations that exceed the net profits of fund raising activities in a fiscal year.

Fiscal Year:

1. The fiscal year of the Baker River Valley Snowmobile Club shall commence on July 1st of a given year, and shall end on June 30th of the following year.

Dues:

1. All dues for membership for the Baker River Valley Snowmobile Club shall be paid on or after July 1st. All Board members shall be paid and in good standing by July 15th. Dues shall be determined by the Board of Directors to include individual membership and family membership. When paid, said dues shall constitute a member in good standing in the organization and entitles the member to receive the benefits of the New Hampshire Snowmobile Association.
2. Only those members in good standing; that have paid their dues are entitled to vote, to hold office, or to serve on any committee.
3. Individual memberships; any individual over 18 years of age.
4. Family memberships; described as single residence including 1 or 2 adults maintaining a household together, including children under that household's guardianship less than 18 years of age.
5. Voting is as follows: 2 votes per family membership and 1 vote per individual membership.
6. Junior memberships will be for children ages 12-17. Junior memberships must be sponsored by club member in good standing, and must have successfully completed a safety course approved by the Board. Junior members shall not be allowed any voting privileges, nor shall they be eligible to hold an office.

Amendments:

1. By Director: The Board of Directors shall have power to make, alter, amend and repeal the By-Laws of the Organization by affirmative vote of a majority of the Board of Directors, provided, however, that the action is proposed at a regular or special meeting of the Board of Directors and adopted at a subsequent regular meeting. All By-Laws made by the Board of Directors may be altered, amended, or repealed by the members by a two thirds majority vote.
2. By Members: The By-Laws of the Baker River Valley Snowmobile Club may be amended, altered, or repealed at any meeting of the members of the Organization by a majority vote of all the members present in person, provided that the proposed action is published prior to such meeting. Matters of policy must be discussed at the meeting prior to the actual voting.

Order of Business:

1. Call to order and flag salute
2. Roll call of members and Introduction of guests (Sign in Sheet)
3. Minutes of last meeting, acceptance of minutes after corrections
4. Treasurers report, acceptance of report after corrections
5. Trail Administrator report
6. Committee reports
7. Communications/Correspondence
8. Old/Unfinished Business
9. New business
10. Suggestions for the good or improvement of the club. At this time guests may speak with the recognition of the President.
11. Closing the meeting, members vote adjourn