

JEFFERSON STATE FOUR WHEEL DRIVE ASSOCIATION CONSTITUTION AND BYLAWS

Article 1: NAME

The organization shall be known as Jefferson State Four Wheel Drive Association.

Article 2: OBJECTIVES

The Jefferson State Four Wheel Drive Association is organized for the purpose of providing organized recreation and public service by users of four wheel drive vehicles.

Article 3: MEMBERSHIP AND DUES

Sec. A: Owners of any four wheel drive vehicles are eligible for membership.

Sec. B: Applicant must be at least 18 years of age.

Sec. C: Dues shall be determined annually by the Board of Directors. Any member whose dues are three (3) months in arrears will be dropped from the membership rolls.

Sec. D: At the time of application/renewal, members must complete an application form, and will receive a packet which provides further detail about JS4WDA membership including a copy of the Association's bylaws.

Sec. E: Members dues are not refundable for any reason. The Association is not responsible for any costs incurred that aren't Board of Directors approved.

Sec. F: Any member whose conduct is detrimental to the safety, purpose, and standing of the association or any of its members could be subject to expulsion from the Association. Decisions will be voted on by the Board of Directors. Board recommendation will be voted on by members at a full members meeting.

Sec. H: Requirements for full membership are participation on two (2) Association runs and one (1) meeting.

Sec. I: Guests (with vehicle) are welcome to attend two (2) 'Association only' runs and one meeting. After attending, they will need to become a member before attending any further events.

Sec. J: Sale of Vehicle – Upon sale of a member's vehicle, the member must remove all Jefferson State Four Wheel Drive Association decals and emblems.

Sec. K: Any member leaving this Association under unfavorable conditions shall return all evidence of Association membership.

ARTICLE 4: MEETINGS

Meetings of the membership of the Jefferson State Four Wheel Drive Association shall be held bimonthly on a date to be determined at the President's discretion. The Board of Directors shall meet at the direction of the Association as necessary or when two or more Board Members call for such a meeting.

ARTICLE 5: ELECTIONS, VOTING, AND TERM LIMITS

Sec. A: Term Limits

The President, Vice President, Secretary, Treasurer, and two Members at Large shall be elected by vote of the Association members at the annual meeting for a period of two (2) years. Terms to be limited to two consecutive terms in each office. The term limit may be extended by a two thirds vote by all attending members in good standing for the period of one year at a time.

Sec. B: Officer Elections

Association officers are elected by voting in person at the annual meeting, or by mail vote, or by email to admin@js4wda.org, or by post on the official board forums. Mail votes must be received no later than 6pm on the day prior to the annual meeting. Conditions and methods for a mail vote or forum vote will be established by the Board of Directors.

Sec. C: Temporary Officers

In the event of a vacancy in any office, the Board of Directors shall appoint a member in good standing to fill the unexpired term until the next general election.

Sec. D: Absentee Vote

A voting member may place an absentee vote by the official Association forums or by mail, provided that the vote is placed and received no later than 6pm the day prior to the general vote. The vote may be disallowed by unanimous vote of the Board of Directors.

Sec. E: Special Vote

The Board of Directors may hold a vote via alternative methods (ie; forums, mail, and email) as long as such methods are documented and publicly posted. These votes must be initiated by one of the Board of Directors, and must have been approved by unanimous vote of the Board of Directors.

ARTICLE 6: OFFICERS (BOARD OF DIRECTORS)

Sec. A: President

The President shall preside at all meetings of the Association and Board of Directors and enforce all laws and regulations of the Association. He/she shall perform such other duties as shall be imposed upon him/her by resolution of the Board of Directors. The President shall, with the Secretary, sign all written contracts and written obligations of the Association. The President shall have the power to appoint committees whenever it becomes necessary.

Sec. B: Vice President

The Vice President shall, in the absence of the President, function in that capacity. They shall also serve as Parliamentarian. The Vice President shall perform such other duties as may be assigned by the Board of Directors.

Sec. C: Secretary

The Secretary shall keep minutes and other official reports of the Association. The Secretary shall keep records, books, documents and papers relating to the Association in such place as shall be designated by the Board of Directors. The Secretary shall perform such other duties as may be assigned by the Board of Directors.

Sec. D: Treasurer

Treasurer is a non-voting Board position. Treasurer shall keep account of all monies received by them and deposit same in the name of the Association in such bank as designated by the Board of Directors. They shall not pay out any money of the Association except in such manner and for such purpose as shall be authorized by motion or resolution of the Board of Directors. The Treasurer shall not be responsible for money or funds the Association paid out or disbursed upon checks or vouchers therefore which have been properly signed by the Treasurer and President. At each monthly meeting of the membership they shall make a statement of the financial condition of the Association, and the membership shall, by motion, approve said report, and at the ANNUAL meeting of the association, they shall submit a detailed report of the financial condition of the Association, by accountants or a finance committee designated by the Board of Directors.

Sec. E: Member at Large

There are two (2) member at large positions on the Board. They are both voting positions. The Members at Large are the designated liaisons between the membership and the Board on confidential matters brought to them from the membership. They also function as committee heads and organizational functions as designated by the Board. The Member at Large performs other duties as may be assigned by the Board.

ARTICLE 7: BOARD OF DIRECTORS

Sec. A: Board Duties

The Board of Directors shall have the power to manage all affairs of the Association on any and all questions relating in any manner whatsoever to the Association, and to make all contracts necessary for the proper transaction of all business.

They shall have entire jurisdiction over all matters pertaining to the care, conduct, control, supervision, and management of the Association and its finances and all appropriations shall be made by them, provided, however, that the regular membership shall have final control and direction over the affairs of the Association and may by motion, veto the decisions and actions of the Board.

Veto of any Board of Directors action shall be by simple majority vote of all eligible voting members. A veto action can be initiated at any general meeting by motion, carried by majority vote of members in good standing present at such meeting. A notice of pending veto action shall be made to all members within five days of a veto motion. The veto vote will be carried

out at the next general meeting and can by same motion be supplemented by a mail, email, or forum vote.

It shall be the duty of the said Board of Directors to prescribe and publish rules regulating the use and occupancy of the rooms of the Association, and the care and protection of its property.

Any officer or member of the Board of Directors who shall absent themselves from three consecutive meetings of such Board, unless they shall offer at the next meeting an excuse for their absence which is satisfactory to the Board of Directors, shall be deemed to have resigned as a member of said Board, and cease to be a member of the Board of Directors.

Sec. B: Specific Powers

1. To appoint Delegates to the different Associations of which this Association may be a member of for the purpose of conferring with respect to any matter in which this Association may be concerned.
2. To make rules for the conduct of the members of the Association and for their use of the Association property.
3. To recommend suspension or expulsion of a member for any conduct in violation of rules or behavior improper or prejudicial to the interests of the Association.
4. To fix and enforce penalties for the violation of Association rules.
5. To prescribe rules for the admission of strangers or guests to the privileges of the Association
6. To call special meetings of the Association to consider special subjects.
7. To prescribe additional duties for any officers, in addition to those herein set forth.

ARTICLE 8: RULES AND PROCEDURES

Unless otherwise specified in the bylaws, Robert's Rules of Order shall govern the parliamentary procedure.

ARTICLE 9: AMENDMENTS

These bylaws may be amended by a two thirds majority vote at a regular club members meeting.

ARTICLE 10: DISSOLUTION

In the event of dissolution, all debts shall be paid, all borrowed property returned, and bank balance, if any, shall be evenly distributed to The Salvation Army and Wounded Warrior Project.

ARTICLE 11: CHAPTERS

Regional chapters may be created by a two thirds majority vote at a regular club members meeting. Each chapter shall be represented by at least three voting members. These representatives will be responsible to and shall report to the Board of Directors.

REGIONAL DIRECTOR: The Director shall preside over all regional chapter meetings. They will be responsible to report to and be under the directive of the President of the Board of directors.

REGIONAL SECRETARY: The Secretary shall keep and preserve all regional chapter records and minutes of chapter meetings. The Secretary shall take the roll and handle all correspondence of the club. They will be responsible to report to and be under the directive of the Secretary of the Board of Directors.

REGIONAL MEMBER AT LARGE: The Member at Large shall be the liaison interface between the regional chapter and the members of the association. They will be responsible to report to and be under the directive of the Board of Directors.

All funds collected by a regional chapter shall be deposited into the primary association bank account. These funds shall be distributed within the association with first rights to go to the chapter of record.

ARTICLE 12: LIABILITY

The officers and/or Jefferson State Four Wheel Drive Association, Inc. are not and shall not be liable for any injury a member or a guest may receive, nor any damage a vehicle may receive, during an association event or function.

Amendment 7May15