

Club Constitution and By-Laws
Bluegrass 4x4 Club, Inc.

Club Purpose

1. To promote the sport and pastime of four wheel drive travel in all its phases.
2. To enjoy and protect the natural resources and support the Multiple Use Principle as applied to the public.
3. To follow the principles of the Tread Lightly program
 - a) Travel and Recreate with minimum impact
 - b) Respect the environment and the rights of others
 - c) Educate yourself, plan and prepare before you go
 - d) Allow for future use of the outdoors; leave it better than you found it
 - e) Discover the rewards of responsible recreation
4. To promote interest in the ownership and driving of four wheel drive vehicles.
5. To offer recognition for various accomplishments of the members of the club.
6. To promote, organize, and hold; outings, meetings, runs, excursions, reliability trials, hill climbs, cross-country trips, and similar events.
7. To assist, on a voluntary basis, and as needed, law enforcement and emergency agencies.

Club Constitution (By-Laws)

Article I

Club Name

This organization shall be known as Bluegrass 4x4 Club, Inc.

Article II

Objectives

The Bluegrass 4x4 Club, Inc. is organized as a non-profit organization for the purpose of:

- 1) Providing social, recreational, and educational activities for its members.
- 2) Participating in and supporting civic activities for the betterment of the community.

Article III

Membership and Dues

- 1) Individuals having an interest in four-wheel drive vehicles are eligible for membership in the Bluegrass 4x4 Club, Inc. Membership will be classified as single or family. Family membership allows for a spouse and all children under the age of 18.
- 2) A member in good standing must introduce an applicant for membership.
- 3) New applicants for membership/ renewal of membership must be at least 18 years of age.
- 4) Membership dues are due on February 1st each year. Dues must be paid within 30 days of due date to maintain membership.
- 5) The Board of directors shall determine dues for this organization, each year, as needed.
- 6) Members shall notify the Board of directors upon a change of address, telephone number, or e-mail address.
- 7) Each member in good standing, over the age of 18, shall have voting privileges for any issue brought before the club.

Article IV

Meetings

1. Meetings of the membership of the Bluegrass 4x4 Club, Inc. shall be held monthly, or as needed, at such time and place as decided by club members in attendance at the previous meeting.
2. Members in attendance shall constitute a quorum for a membership meeting.

Article V

Administration and Officers

1. The officers of the Bluegrass 4x4 Club, Inc. shall consist of a President, Vice President, Treasurer, and Secretary shall be known as the Board of Directors. It shall be their duty to draw up agenda for all board and membership meetings.

- a) Additional positions may be added, as needed, at the discretion of the Board of Directors.
- b) It shall be their further duty to conduct the day-to-day business of the club; to take actions as best fulfills the goals of the organization, and to audit the books of the previous administration. Directors shall meet once a month and 3 members shall constitute a quorum of that body.

2. The President, Vice President, Treasurer and Secretary shall be elected at a predetermined annual meeting for a term of one year. Officers may be re-elected but will not be eligible to serve more than two (2) consecutive years in any one position.

Article VI

Duties and Powers of Officers

- 1) The President shall preside over all membership meetings and all Board of Director meetings, and be present at all events, when possible. He/ she shall be the Executive Officer, and shall have the duty to carry out the policies and decisions of the Board of Directors. He/ she shall be without the power to vote, except for in the event of a tie.
- 2) The Vice President shall, in the absence of the President, serve in that capacity. He/she will also perform such other duties as may be assigned by the Board of Directors.
- 3) The Secretary shall keep and preserve all records and minutes of the regular membership, and Board of Director meetings. He/ she shall assume the responsibility of ledger, and role call.
- 4) The Treasurer shall keep accurate and complete records of the funds and accounts of this organization and maintain a record thereof. He/she shall make only such disbursements from the funds of the organization as directed by the Board of Directors.

Article VII

Expenditure and Finance

1. All Club monies shall be received by the Secretary and must immediately be turned over to the Treasurer to be deposited in the club account.

2. All expenditures in excess of \$250.00 must have the approval of the majority of the voting quorum of the membership or the Board of Directors. All expenditures shall be made by check, and the items for which each check is written shall be identified on the face or reverse side thereof. If funds for more than one purpose are included, they shall be itemized separately, stating the amount for each.

3. An itemized report of all Club income and expenditures shall be presented to the membership at each regular Club meeting for review and approval.

Article VIII

Committees

1. Prior to October 1 each calendar year, the Board shall appoint no less than three (3) and not more than five (5) members in good standing to serve as the Nominating Committee. No member of the Board or any member that may be nominated for office shall be eligible to sit on the Nominating Committee. The Committee shall self-select a chairman. The chairman shall also serve as the Teller for the purpose of distributing and

collecting the ballots. The names of members of the Committee shall be presented to the membership at the regular October Club meeting.

2. The Board of Directors shall appoint such other committees as may be desirable for the conduct of the business of the Club.

3. No committee shall commit the Club to any financial or other obligations without specific authorization from the Board.

Article IX *Elections*

1. The Nominating Committee shall solicit candidates for office from the Board and the Club membership. Nominations shall be considered by the Committee up to 14 days prior to the regular November Club meeting.

2. Any member can submit nominations directly to the Nominating Committee for consideration. A member may be self-nominated for an office.

3. The Nominating Committee shall review the nominations for each office and consider whether candidates are qualified. They may contact the candidate or others who may be familiar with the candidate's qualifications and capabilities to determine whether they are capable of serving in the office for which they are nominated.

4. The Nominating Committee must prepare a ballot listing at least one candidate for the office of president, vice-president, secretary, and treasurer. The Teller must place the names of all candidates, properly nominated, and accepted by the Committee, on the ballot.

5. The ballot shall be mailed by letter or by electronic means to the members of the Club in good standing not later than 10 days prior to the regular November Club meeting and/or distributed to the attendees of said meeting. Marked ballots shall be collected by the Teller at the November Club meeting.

6. A Tellers Committee, composed of the Teller and two (2) club members in attendance at the meeting shall canvass all the ballots received by mail, electronically and during the meeting. The results shall be announced at the November Club meeting and published in the next issue of the Club publication.

Article X *Recall*

Any officer or Director of the Bluegrass 4x4 Club, Inc. may be recalled by a 2/3-majority vote of the entire membership.

Article XI *Events*

- 1) All events shall be subject to approval of the Board of Directors.
- 2) All events must be conducted in an orderly fashion, with safety as a primary concern. Any event held on private property will be subject to liability release.
- 3) All members and guests participating in an event shall abide by the Motor Vehicle Code of the State concerned, and the laws of the City, County, or the circumstances involved. The welfare and reputation of the Club depends upon the character it gains with the City, County, State, and Federal Authorities. We are not irresponsible drivers. Any flagrant violation of the codes is sufficient grounds for removal of membership privileges, subject to decision by the Board of Directors.

- 4) No alcoholic beverages shall be allowed during events where vehicular activity will be present, as a safety concern.
- 5) The use or possession of any illegal drugs, or paraphernalia thereof during ANY club function shall be grounds for immediate and permanent removal from the club roster. There is no recourse to this action. The offending member shall not be allowed to rejoin the club ever again.
- 6) All members, including the President, Vice President, Secretary and Treasurer shall be responsible to the direction of the appointed committee head and his/ her appointed assistants from the set time of the beginning of an event to the termination of the event.

Article XII
Rules and Procedures

Unless otherwise stated in these by-laws, Robert's Rules of Order Revised shall govern parliamentary procedure.

Article XIII
Amendments

1. Request for amendments the Club Constitution and By-Laws may be proposed by: (a) a majority vote of the Board; or (b) a petition signed by not less than 10 percent of the members of Club.
2. When request for proposed amendment(s) are received, the Board shall appoint no less than three (3) and not more than five (5) members in good standing to serve as the Constitution and By-Laws Committee. No member of the Board shall be eligible to sit on the Constitution and By-Laws Committee. The Committee shall self-select a chairman.
3. The Committee shall prepare the proposed amendments and present them to the Board of Directors for review and discussion only. After review by the Board, they shall be presented to the membership at the next regular Club meeting for review and discussion only. Additionally, the Committee may post or distribute the proposed amendments electronically. No more than ten (10) days after presentation at a regular Club meeting, ballots shall be distributed.
4. Proposed amendments shall be submitted by letter or electronic means at least twenty days before the ballot is due to eligible voting members of the Club along with a ballot and instructions on how to cast the ballot. The Committee shall decide if letter or electronic means shall be used. The due date shall be established by the Committee. The amendment shall be adopted immediately after the twenty day voting period if approved by two-thirds of those eligible members voting or dropped if not approved within the twenty days. The chairman of the Constitution and By-Laws Committee shall receive the ballots, count and report the results to the Board. The count shall be verified by the Board and reported to the membership at the next regular club meeting.

Article XIV
Dissolution

Upon resolution to dissolve voluntarily or decree ordering involuntary liquidation, all assets shall be disbursed at the discretion of the Board of Directors.