

Spokane Winter Knights Association Snowmobile Club



www.spokanewinterknights.net

A Non-Profit Organization Serving Spokane Area Winter Recreationists Since 1967
SEARCH & RESCUE * SAFETY EDUCATION * CHARITY DONATIONS
PROMOTING POSITIVE SNOWMOBILE GROWTH

BYLAWS

Of

SPOKANE WINTER KNIGHTS ASSOCIATION

Amended March 16, 2017

Article I

Sect. 1: Name: The name of this association shall be Spokane Winter Knights Association, a/k/a Spokane Winter Knights Snowmobile Club.

Sect. 2: Purpose: The purpose of this non-profit corporation shall be to promote and encourage participation in the sport of snowmobiling; to develop a fraternal spirit among local snowmobile and other winter sports enthusiasts; to advance the general welfare and safety of snowmobiling; to assist in search and rescue missions as requested by

city, county and state agencies; and to serve in the best interests of the sport to defend against any discriminatory legislation, regulations, or burdensome taxation.

Sect. 3: Insignia: *To be approved by the Board of Directors*

Article II

Sect. 1: Membership: The membership of this association shall include three classes as follows:

A. Active Members

B. Family Members

C. Associate Members (dealers, businesses, etc.)

Sect. 2: Active Members: Any single person, married couple, or domestic partnership in the same household, shall be eligible for membership provided they pay their dues, or are Golden Members, and uphold the bylaws of this association.

Sect. 3: Family Members: Membership includes all dependent children belonging to an active member's family and living in the same household.

Sect. 4: Associate Members: The Board of Directors shall establish the qualifications and rights of associate members.

A. Associate members shall not be eligible to vote at elections or on business of the association, or hold any office.

Sect. 5: Application for Membership: Application for membership shall be submitted in writing to the Membership Committee of the association on the appropriate form containing an agreement by applicator to abide by the bylaws of the association along with payment of their appropriate annual

dues. New membership may be subject to approval of the Board of Directors.

Sect. 6: A member may resign from the association at any time by written notice to the Membership Chair.

Sect. 7: Non-payment of dues will automatically terminate membership. Membership may also be terminated by a majority vote of the Board of Directors for any reason deemed by the membership to be prejudicial to the best interests of the association.

Sect. 8: The membership shall establish policies of this association.

Sect. 9: Membership in the association may include voluntary membership in WSSA (Washington State Snowmobile Association) upon payment of its dues.

Sect. 10: Active members who have been in the club for 20 years and are 65 years of age or over shall be classified as Winter Knights Golden Club Lifetime Members. If the member's spouse or domestic partner has not been in the club for 20 years and is not yet 65 years of age, he/she shall nevertheless be considered a member of the Golden Club.

Article III - Dues

Sect. 1: Active Members: The dues for the association shall be established by a vote of the membership, approved by the Board of Directors and will run from September 1 through August 31 of the following year. Dues will be delinquent on November 20, with those delinquent being removed from the active roster.

Sect. 2: Associate Members: The dues for associate members shall be established by the Board of

Directors. Snowmobile dealers who participate in the annual Winter Knights Snow Show shall have automatic associate membership in the Winter Knights Association and shall not be required to pay additional dues.

Sect. 3: Golden Club Members: Winter Knights Golden Club Lifetime Members and their spouses shall be exempt from further payment of dues.

Sect. 4: Dues received from any category of members are non-refundable.

Article IV - Management

Sect. 1: Board of Directors: The Board of Directors shall transact the general business of the association at its meetings on the first Thursday of the month and in the interim between meetings. Reports regarding business transacted will be made to the membership at the regular monthly meetings and voted upon, if necessary.

Sect. 2: Records of Proceedings: The Board of Directors shall maintain a record of all proceedings or transactions which shall be accessible to the general membership upon request.

Sect. 3: Annual Budget: The Board of Directors shall develop a financial budget for the new fiscal year at the March board meeting and present the proposed budget to the general membership at the March meeting for their approval.

Article V - Board of Directors

Sect. 1: The Board of Directors shall consist of the President, Vice President, Secretary, Treasurer, Director of the Winter Knights Search and Rescue,

Director of the Winter Knights Snow Show, and six (6) additional directors, each of whom shall be an active member of the association. Directors shall be elected at the February meeting of the membership as well as the other officers of the association. In its inception, two (2) directors served for three (3) years; two (2) for two (2) years, and two (2) for (1) year. Now, the association re-elects two (2) directors for a three (3) year term each year. No director shall be elected to serve more than two successive terms. The outgoing President will serve as ex-officio advisor to the board for one (1) year or more.

Sect. 2: Removal of Directors: The Board of Directors shall have the power to remove any director from office who is absent without cause acceptable to the Board for three consecutive regularly scheduled Board meetings.

Sect. 3: Resignation of Directors: Any director may resign from the Board by submitting in writing to the Secretary of the association his or her request for such resignation. An acceptance of resignation is necessary to make it effective.

Sect. 4: Replacement of Directors: At the same time a resignation is accepted, the President shall appoint a Nominating Committee of at least three directors to select an eligible member(s) who express willingness to accept the position of director for each vacancy created by removal or resignation. Such nominees' names shall be submitted and voted upon by the Board at its next regular meeting to fill the vacancy. Any director so elected shall hold office through completion of the term so filled.

Sect. 5: Directors elected shall assume the duties of their office at the Board of Directors meeting in March.

Article VI - Officers

- Sect. 1:** The officers of the association shall be: President, Vice President, Secretary and Treasurer. President and Treasurer shall not be from the same household.
- Sect. 2:** The officers shall be elected from the membership of the association by a majority vote of the membership present at the regular February meeting. Vacancies occurring between such elections may be filled for the unexpired term by a majority vote of the membership present at a regular monthly meeting.
- Sect. 3:** All officers shall take office at the Board of Directors meeting in March and hold office for one (1) year. The President may not hold office for more than three (3) successive terms.
- Sect. 4:** President: The President shall preside at all meetings of the Board of Directors and Membership, shall appoint all committees as authorized and approved by the membership, and shall be an ex-officio member of all committees (except the Nominating Committee).
- Sect. 5:** Vice President: The Vice President shall in the absence of the President, or at his/her request, have the power and obligations of the President, and shall carry on those other responsibilities assigned to him/her by the President.
- Sect. 6:** Secretary: The Secretary shall keep the minutes of the Board of Directors and general membership meetings. The Secretary, or an appointee of the

Secretary, shall prepare and maintain lists of committees and committee members and shall perform other secretarial functions of the office as required.

Sect. 7: **Treasurer:** The Treasurer shall keep the accounts of the association and have charge of its funds. He or she shall receive funds paid into the association and keep all of the association's funds in a bank approved by the Board of Directors and in the name of the association, subject to withdrawal by checks signed by the President or Treasurer. He or she shall disburse the funds of the association under the direction or the vote of the Board of Directors. A treasurer's report shall be prepared for each Board meeting and regular association meeting. An annual report shall be prepared and submitted at the February meeting. The treasurer shall prepare any and all Federal documents as required by the laws regulating non-profit corporations, including Section 501 (c) (3) of the IRS Code and all State documents as required by law. The Treasurer shall be bonded for a sum sufficient to protect the association from loss.

A. The appointed Snow Show Treasurer shall also be bonded and make a full accounting to the Board of Directors and membership at the next regularly scheduled meeting. All conditions applying to the association Treasurer will apply to the Snow Show Treasurer, and the Snow Show Director's name shall also be on the account.

Article VII - Impeachment

Sect. 1: **Impeachment:** The Board of Directors may, by two-thirds (2/3) vote of the entire Board, remove

any officer or director of the association from office for good cause shown, provided that such officer or director is given a 10 day written notice of the charges against him or her.

Article VIII - Fiscal Year

Sect. 1: The fiscal year of the association shall commence on March first (1) and end the last day of February.

Article IX - Meetings

Sect. 1: Board of Directors: Board of Directors meetings shall be held regularly on the first (1) Thursday of each month. The location and time of the meetings shall be determined by the Board of Directors.

Sect. 2: Membership Meetings: General membership meetings shall be held regularly on the third (3rd) Thursday of each month. The location and time of the meetings shall be determined by the membership. Notice of the time and place of each meeting shall be prepared and distributed by the Membership Chairperson to the membership at least 5 days prior to the regular scheduled meeting date.

Sect. 3: Special Meetings: Special meetings of the association may be called by the President or by the Board of Directors.

Sect. 4: Quorum: The active members present at any properly announced meeting of the association shall constitute a quorum and any action by a majority of those present shall be regarded as an act of the membership.

Sect. 5: **Voting:** Any active member in attendance at a meeting shall have one vote. An individual member is any individual age 18 or over and shall have one vote in the affairs of the meeting. A family membership, for the purpose of voting, is defined as two adults (age 18 or over) residing in the same household, each of whom will have one vote in the affairs of the meeting. An associate membership will not have a vote in the affairs of the meeting. A majority vote of the membership at any meeting can be superseded by a 2/3 majority vote of all members of the Board of Directors of the Association.

Article X - Election Procedures

Sect. 1: **Nominating Committee:** A Nominating Committee of at least three (3) persons shall be appointed by the President from the active members.

Sect. 2: **Nominees:** The Nominating Committee shall try to place in nomination at least two (2) candidates for each office of the association and such vacancies that are occurring in the Board of Directors.

Sect. 3: **Election:** At the regularly scheduled February meeting, the Nominating Committee's slate of candidates shall be shown on the official ballot, with specific terms of years for each office and shall also provide spaces for each office for candidates that may be nominated from the floor during the meeting. The official ballots shall be distributed to the qualified voting members present, who shall mark the ballots and deposit them unsigned in the ballot box. A tally committee of two (2) or three (3) members shall be appointed to count the ballots and announce the names of those elected to the various offices of the organization and to the Board of Directors for various terms.

Article XI - Amendments

Sect. 1: **Amendments:** These bylaws may be adopted, amended or repealed and new bylaws adopted by a vote of two-thirds (2/3) of the members present at any general or special meeting of the membership provided that written notice of the proposed change in the bylaws be given to all members by publication via email or newsletter prior to the meeting for the adoption of the proposed amendment(s).

Article XII - Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the association in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the association may adopt.

Standing Rules

Audit Committee - An Audit Committee will be appointed by the President to audit all financial books of the association following the February meeting and present a report at the September meeting. This committee shall consist of the outgoing and incoming Treasurer and at least two (2) other members of the association. After the audit is completed and accepted, the Treasurer will be responsible for overseeing the completion and submission of the IRS forms.

Such other committees, standing or special, shall be appointed by the President as he/she deems

necessary to carry on the work of the association and such rules may be adopted or rescinded in the best interests of the club by a vote of the membership. The President shall be ex-officio a member of all committees except the Nominating Committee.

DATED this 16th day of March, 2017.

Signed: Sharon Crockett President

Attest: Al McCarty By-Laws Chair