

# **CRAIGMEUR SKI CLUB INC. CONSTITUTION**

## **PROPOSED AMENDMENTS SUMMER 2007**

### **ARTICLE I - NAME AND OBJECT**

Sec. 1 The official name of this organization shall be "Craigmneur Ski Club Incorporated", herein after known as Ski Club, and shall not be changed or altered in any manner without the expressed approval of the membership.

Sec. 2 Having been incorporated as a nonprofit, nonstock corporation of the State of New Jersey, no other organization, society or group shall use this title without the written consent of the executive board.

Sec. 3 The object of this Ski Club is to encourage participation in the sport of skiing and related outdoor activities, to improve individual proficiency, and to promote friendships among people of mutual interest.

### **ARTICLE II- MEMBERSHIP**

Sec. I Membership in Ski Club shall be open to anyone who has reached the age of 18, and who meets the requirements as specified in Article I of the By-Laws.

### **ARTICLE III - OFFICERS**

Sec. I The officers of this Ski Club shall consist of president, vice-president, co-vice president, treasurer, recording secretary, corresponding secretary and parliamentarian.

Sec. 2 The above officers shall be elected at the first scheduled meeting in April, as specified in Article VI of the By-Laws.

Sec. 3 The seven club officers, the immediate past president and the six trustees elected from the regular club membership shall comprise the Executive Board, whose duties shall be specified in Article III of the By-Laws.

### **ARTICLE IV - GOVERNMENT**

Sec. I The Executive Board shall perform its duties in accordance with Article III of the By-Laws.

Sec. 2 The Ski Club regular meeting days shall be determined by the Executive Board and approved by and voted upon by the general membership.

Sec. 3 The Executive Board shall conduct its business meetings as deemed necessary by the President or membership, and read the minutes of its meeting to the Ski Club during a regular meeting, two meetings hence.

## BY- LAWS

### ARTICLE I - MEMBERSHIP

Sec. 1 Membership in this Ski Club shall be limited to 180 voting memberships.

1a Voting memberships shall be defined as memberships with dues paid in full within the first quarter of the membership term. The Club membership term will coincide with the Club's fiscal year, October 01 through September 30, inclusive. These paid memberships will be considered in good standing.

1a P2 Memberships not renewed by December 31 of the current membership term shall have their membership privileges temporarily suspended and will be required to apply for Membership Re-Instatement in person.

1a P3 All requests for Membership Re-Instatement must be received by the Club by January 31 of the current membership term. Re-Instatement will require an approval vote at any regular Club Meeting by show of hands of members present. The approved Re-Instatement membership will pay triple the regular membership fee.

1a P4 Failure to apply for Re-Instatement or to pay Re-Instatement fees will result in membership privileges fully suspended and the membership being placed at the end of the prospective member waiting list.

1a P5 Fully Suspended Memberships, defined in Sec. 1A P4, are eligible for expedited/streamlined membership re-instatement. Fully suspended members must attend a meeting within three years of their membership suspension (December 31 of the year in which membership dues were last paid) and complete a new application for membership. The fully suspended member is then eligible to be voted upon for re-instatement of full membership without completing qualifying requirements as outlined in Section 3. Voting procedure shall be followed as outlined in Section 5. Fully suspended memberships of Craigmeur Ski Club are subject to Section 6 regarding membership vacancies.

b. A single membership shall consist of one individual in good standing, entitling that member to cast one vote as necessary to conduct Club business.

c A family membership shall include both adult head(s) of household in good standing, and any children under the age of 18 or still in school or a dependent under IRS regulations. Children under the age of 18 or still in school shall be considered junior members and are not entitled to vote or hold elected office and may have only such rights as granted by the executive board. A family membership shall be considered as one membership but two adult head(s) of household shall be allowed one vote each as necessary to conduct Club business.

1C P2 When a family member no longer qualifies as defined in Sec. 1c, that person must pay dues as a single member when the next dues payment is scheduled as defined in Sec. 1a.

d An associate membership is defined as a membership in good standing whose primary residence is outside the state of New Jersey. An associate membership can be a single or family

**membership and** will be placed on the Club's mailing list, allowed to attend Club functions, pay one half the regular rate of dues, but is not eligible to vote. **Associate memberships are EXCLUDED from the membership cap.**

e A senior membership is defined as a **membership in good standing whose primary member is** 65 years or older. A senior membership can be a single or family membership and will be placed on the club's mailing list, allowed to attend club functions, pay one half the regular rate of dues and is allowed **to cast one vote as necessary to conduct Club business.** In the case of senior members, a discount family membership (one half of the regular rate) is available to **adult head(s) of household** only. Senior members with dependent children must pay the full family rate.

f A Charter membership is defined as a member who was involved in the founding and establishment of Craigmear Ski Club. A Charter member does not pay dues and is EXCLUDED from the membership cap. A Charter membership is entitled to cast one vote as necessary to conduct Club business.

- g. The following exceptions against the membership cap shall be made:
- Associate memberships converting to an in-state membership
  - Family members qualifying as a single member as defined in Sec. 1CP2
  - Family memberships that experience a separation of the adult heads of household

Sec. 2 Persons interested in becoming members of this Ski Club shall complete an application and submit it to the vice president. Upon completing the application card and submitting it to the vice president, the applicant shall become a prospective member.

Sec. 3 A prospective member must attend four Club functions - meetings, activities, or social functions - and at least three of these functions shall be regular club meetings, in order to be considered for membership. A lodge weekend is an eligible club function. The prospective member shall indicate a desire to ski. Membership requirements shall be completed within one year after first attendance. In the case of a family membership, **as** defined in Section 1c of this Article only one member need fulfill the requirement for membership.

Sec. 4 The prospective member should advise the vice president (or his designated agent) of his attendance at each meeting or activity.

Sec. 5 After completing the requirements in Section 3 and 4 of this Article, a prospective member is eligible to be voted upon for membership. The prospective member will be voted upon at the next scheduled Club meeting he attends. The procedure for voting on prospective members will be as follows:

a. At each Club meeting the vice president will present to the Club a list of prospective members who have become eligible for membership. The prospective member(s) will be presented for election to membership. The president will call for two **voting** members to sponsor each prospective member. **Sponsors are to comment on why the prospective member should be endorsed for membership.** After the discussion on a prospective member has been closed a vote by show of hands will be taken.

b. Prospective members receiving a majority of affirmative votes of the **voting** members present at the meeting shall be elected to membership.

Sec. 6 If there is no vacancy on the date a prospective member is accepted **for membership**, the member will be **considered a Qualified Prospective Member and** placed on a waiting list in the order by date to which **they are** elected to membership. **Should two or more Prospective Members qualify at the same meeting, date of original membership application will determine precedence on the wait list.**

**6a Membership exceptions to the cap as per section 1.G receive precedence over Qualified Prospective Members on the membership waiting list.**

**6b Qualified Prospective Members will be notified by the Club when a membership opening occurs and the Qualified Prospective Member will have two (2) regularly scheduled Club meetings to pay their membership dues and be considered a member in good standing.**

**6b Should the notified Qualified Prospective Member NOT pay their dues within the required time frame, the Qualified Prospective Member will be placed the end of the waiting list.**

## **ARTICLE II - OFFICERS**

Sec. 1 *President* - the president will meet with the Executive Board, pursuant to Article IV, Section 3 of this Constitution, as prescribed to formulate the policy, finances, appoint committee chairpersons as a necessary part of the actual operation of the Ski Club. The president will preside over all Club meetings and be responsible for keeping the membership informed of Executive Board meetings. The president has the power to direct disbursement of budgeted funds but must secure the approval of the Executive Board to disburse non-budgeted funds. Pursuant to the Article IV, any power not specifically defined for the president or the Executive Board will be brought before the membership for a vote. The president may be a member of all committees except the nominating committee.

Sec. 2 *Vice President* - The vice president will assist the president in his/her duties and shall officiate in his/her absence. The vice president shall act as membership chairman and be responsible for carrying out Article I of the By-Laws concerning membership requirements.

Sec. 2a *Co-Vice President* – The co-vice president shall assist the vice president with his/her duties and shall officiate in his/her absence.

Sec. 3 *Treasurer* - the treasurer will be responsible for all cash and other assets of the Ski Club, which will include the maintenance of savings and checking accounts, and itemized accounting of all expenditures and receipts. Monthly or bimonthly financial reports will be presented to the Executive Board at each regular meeting. The treasurer in conjunction with the president will present an annual budget to the Executive Board for its approval. The treasurer's books and records will be audited annually by two **voting** members of the Ski Club as selected by the president. All Ski Club budgets will function and operate from the first meeting in May to the last meeting in April.

Sec. 4 *Recording Secretary* - The recording secretary will take minutes of all Executive Board meetings and prepare the minutes of all Executive Board meetings for presentation to the general membership as prescribed by Article IV, Section 3 of the Constitution. In addition, the secretary will take minutes of all meetings of the general membership. He/She will also keep a copy of each newsletter in the minutes' notebook.

Sec. 5 *Corresponding Secretary* - The corresponding secretary shall maintain a permanent and orderly file of all correspondence emanating from the Ski Club. In addition, the corresponding secretary is charged with responsibility of notifying all members of the time and date of special functions, activities and is responsible for the newsletter.

Sec. 6 *Parliamentarian* - The parliamentarian is responsible for maintaining current copies of the Ski Club Constitution, by-laws and making them available to the general membership. He/she will be responsible for the interpretation of the Constitution and settle any dispute of order or proceedings regarding the function and operation of meetings.

Sec. 7 *Term of Office* - Each officer's term shall be for one year, beginning with the first meeting in May and ending with last meeting in April.

Sec. 8 *Vacancy* - In the event of a vacancy in any elected office other than president, a new election shall be held at the earliest possible time for said vacant office. In the event of the vacancy of the president's office, the vice president will automatically take the office of president, and a new election will be held to fill the vacancy of vice president.

### **ARTICLE III - EXECUTIVE BOARD**

Sec. I The Executive Board shall consist of the seven officers of the Club, the immediate past president and six members of the Club elected to serve two-year terms as trustees. Three trustees will be elected each year for a two-year term.

Sec. 2 The Executive Board shall meet as outlined in Article IV, Section 3 of the Constitution. It will formulate policy, plan activities, review and approve the president's budget, aid in raising revenue and work to attain the goals of the Ski Club.

Sec. 3 The following rules and conditions apply to the Executive Board:

a. Each member of the Executive Board shall have one vote and all matters brought before the board will carry with a simple majority.

b. The Executive Board meetings will be announced to the general membership and are open to **voting** members.

c. All committee heads will be expected to attend the Executive Board meetings.

d. Recommend to the general membership the removal of any delinquent officer.

e. Refer to the general membership any extraordinary matters.

## ARTICLE IV - MEETINGS

Sec. 1 Regular Club meetings during the winter months shall be scheduled every week from the first Monday in October to the last Friday in April. The regular Club meetings during the summer months shall be scheduled the first and third weeks in the month from May through September. This will be a set weekday. The meeting day shall be determined by the Executive Board and presented to and voted on by the general membership.

Sec. 2 No business except for new member voting shall be transacted at a regular Club meeting until it has been determined that a quorum is present. Twenty **voting** members constitute a quorum during the regular weekly meetings from October through April. During the meetings from May through September, ten **voting** members constitute a quorum. The president is not included.

Sec. 3 The president shall, when necessary, call emergency meetings of the Executive Board to deal with urgent matters.

## ARTICLE V - VOTING

Sec. 1 Each **voting** member of the Ski Club shall possess one vote in matters presented to the general membership.

Sec. 2 All business transactions brought before the membership shall require two third majority of all members present for the transaction to pass.

## ARTICLE VI - ELECTIONS

Sec. 1 All elections shall follow a democratic procedure in accordance with the articles of these and all subsequent By-Laws and amendments. The procedure for election of officers is as follows:

- a. The officers will be elected the first meeting in April.
- b. A nominating committee, composed of five **voting** members, shall be appointed by the president at the second meeting in January. It shall be the duty of the nominating committee to review the qualifications of all the **voting** members, select one or more candidates for each office, ascertain their willingness to serve and present these selections to the executive board the first meeting in March prior to elections for review and certification.
- c. On the night of the elections, nominations for any office will be taken from the floor. All candidates must be nominated by at least one **voting** member and seconded by at least one other **voting** member. A person shall be nominated only with his/her consent.
- d. Election for each office shall be held immediately following the close of nominations for that office.

e. The order of elections shall be as follows:

- |                        |                            |
|------------------------|----------------------------|
| 1. President           | 6. Corresponding Secretary |
| 2. Vice President      | 7. Parliamentarian         |
| 3. Co-Vice President   | 8. Trustees                |
| 4. Treasurer           |                            |
| 5. Recording Secretary |                            |

f. A secret written ballot shall be cast by each member participating in the voting. The candidate with the greatest number of votes shall be declared elected. In the event of a single nomination, the recording secretary shall be empowered to cast a single vote for the membership. In the recording secretary's absence, the corresponding secretary shall have this power. In both of their absences, the vice president shall have this power.

Sec. 2 The results of each selection will be announced immediately following the vote, as tabulated by three non-partisan members of the nominating committee or the Executive Board.

## **ARTICLE VII- AMENDMENTS**

Sec. I All revisions, additions, and deletions of the Constitution and By-Laws shall be termed amendments.

Sec. 2 The By-Laws may be amended by two-thirds majority affirmative votes of **all voting** members present at a regular Club meeting, provided a three week advance written notice has been sent to all Club members.

## **ARTICLE VIII - COMMITTEES**

Sec. I The chairpersons of the following standing committees shall be appointed by the president, with the approval of the Ski Club. The chairpersons, in turn, will name the members of their own committees, with the approval of the president.

- |                    |                   |                   |                     |
|--------------------|-------------------|-------------------|---------------------|
| a. Race            | b. Social         | c. Lodge          | d. Health & Welfare |
| e. Meeting Program | f. NJ Ski Council | g. IT Coordinator |                     |

Sec. 2 Other Committees maybe formed as needed for the benefit of the Club by the president