

CRAIGMEUR SKI CLUB INC. CONSTITUTION

AS AMENDED APRIL 2005

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 active memberships.

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 three Club functions - meetings, activities, or social functions - and at least two 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. In the case of a family membership, defined in Section 9 of this Article only one member need fulfill the requirement for membership. Membership requirements shall be completed within one year after first attendance.

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.

Sec. 6 Prospective members receiving a majority of affirmative votes of the active members present at the meeting shall be elected to membership.

Sec. 7 If there is no vacancy on the date a prospective member is accepted, the member will be placed on a waiting list in the order by date to which he is elected to membership.

Sec. 8a An associate member is defined as a member residing outside the state of New Jersey. An associate member 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.

Sec. 8b A senior member is defined as a member who is 65 years or older. A senior member 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 vote.

Sec. 9 A family membership shall include both husband and wife, 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 both husband and wife shall be allowed one vote each. When a family member no longer qualifies as defined above they must pay dues as a single member when the next dues payment is scheduled. In the case of senior members, a discount family membership (one half of the regular rate) is available to husband and wife only. Senior members with dependent children must pay the full family rate.

Sec. 10 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. They will be introduced to the membership.

b. At the next meeting with only members present, the prospective members will be presented for election to membership. The president will call for two active members to sponsor each prospective member. After the discussion on a prospective member has been closed a vote by show of hands will be taken.

c. The vice president or designated agent shall notify each prospective member orally and/or by mail whether they have been accepted or rejected.

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 other 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 officers' 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 full 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 all 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. I 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 active members constitutes a quorum during the regular weekly meetings from October through April. During the meetings from May through September, ten active members constitutes 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. I Each active 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. I 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 active 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 active 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 active member and seconded by at least one other active member. A person shall be nominated only with his/her consent.

d. Elections 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 the 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