

## **ARTICLE I**

### **BACKGROUND**

This document shall be considered the By-laws of the McKenzie Jeepers Club.  
The official club name is: MCKENZIE JEEPERS CLUB.  
Fiscal year runs from April 1 through March 31.

## **ARTICLE II**

### **PURPOSE**

The purposes for which the McKenzie Jeepers 4x4 Club is organized are:  
For non-profit educational and recreational activities promoting the safe use of four-wheel drive vehicles by club members and others.  
Promote family oriented camping and outdoor recreational activities.  
Promote safe off-road driving and the conservation of natural resources.  
Participating in and supporting civic activities for the betterment of the community.

## **ARTICLE III**

### **MEMBERSHIP**

#### **SECTION A: All Members**

All members must be willing to:  
Participate in club activities.  
Work for the benefit of the club.  
Abide by all club By-laws.

All members must conduct themselves in a respectable and orderly fashion when involved in club activities. Any members not conducting themselves in accordance with club rules is subject to expulsion from the club, subject to a decision by the Board of Directors and a membership vote.  
Membership in the McKenzie Jeepers Club shall be limited to individual members and 4 Board members.  
Each membership includes the immediate family, however, voting power is restricted to those family members 18 years of age or older.  
Official member dues are \$40 per year, and paid March 1, no later than March 31st of every year. Any member whose dues are one month past due will be handled in accordance with procedures identified in Article IV: Expulsion.

#### **Individual Membership Pro-rated Dues**

April - September \$40  
October- February \$20

Each individual member shall pay all personal expenses such as T-shirts, decals, insignias, etc. to the club Treasurer.

Members shall immediately notify the Secretary for any change of home address, mailing address, e-mail address or telephone number.

Resignation of any member shall be in writing and submitted to the Secretary. No dues shall be refunded upon a resignation.

Members are responsible to know the time and place of each meeting and event.

## **SECTION B: Official Member Eligibility/Procedures**

Prospective members must be interested in four-wheel drive vehicles and off-road driving, and must own a four-wheel drive vehicle.

Applicants for membership must be at least 18 years of age (exceptions may be made by decision of the Board of Directors), must hold a valid driver's license, and have a minimum of public liability and property damage insurance coverage on their four-wheel drive vehicle.

Applicants must attend one event (defined as any club gathering, meeting, or event) before being issued an application form to be properly filled out and submitted to the Board of Directors. Upon completion of these requirements, a call for approval of the proposed new member can be made by any member of the club.

## **SECTION C: Upon Acceptance As An Official Member**

Following the application and voting procedures, the applicant will be notified by the Board of Directors as to his/her acceptance or rejection and when dues will become payable.

Dues of \$40 will be assessed to the new member.

Prospective members will fill out a registration form, after being approved into the club. Once the registration form is received by the Secretary, and the dues are received by the Treasurer, the new member may be added to the club roles and the Email list.

## **SECTION D: Charter Members**

Members who adopt these By-laws of the McKenzie Jeepers Club on or before 1 April 2020, shall be known as Charter Members of the organization.

## **ARTICLE IV**

### **EXPULSION**

#### **SECTION A: General Reasons For Dismissal**

Failure to pay dues within one month from the due date.

Failure to abide by the club Constitution and By-laws.

Additional reasons discussed and determined to be relevant by the Board of Directors, and approved by a majority vote of club members.

#### **SECTION B: Procedures For Expelling Members**

For the case of delinquent dues, an email message will be sent to the member reminding him/her of their delinquent status. Upon the second month of delinquency "May 30th", if the member has not yet paid the club dues, then the member will be automatically removed from the club roster (automatic expulsion). Reinstatement of a delinquent member may occur upon payment in full of his/her unpaid dues, together with a reinstatement fee of \$10, providing a vacancy exists.

For all other reasons, an email message will be sent to the member in danger of expulsion. Included in the email will be a request for an explanation to the club, by the member in question, of the activities that appear to warrant expulsion. The member must respond within 30 days from receipt of the email. Upon acknowledgment of the email and explanation to the club, the membership of the person in question will be discussed and voted on by the club. A club vote (majority vote) on membership status does not require an explanation from the person in question. The Board of Directors will notify the individual of the outcome of the vote.

Dues will not be refunded upon an expulsion.

## **ARTICLE V**

### **MEETINGS**

#### **SECTION A: General**

Meetings will be held as deemed necessary by the Board of Directors and/or as required to conduct official club business such as new member votes.

At least one Board of Directors (i.e. President, VP, Treasurer, Secretary) must be present for a meeting to be official.

A newsletter may be generated by the Board of Directors and distributed to the club membership on a quarterly basis. The President and Board of Directors when required will distribute additional information concerning club votes, memberships, or updated event information.

#### **SECTION B: Voting Procedures**

All matters concerning club activities that require a vote will be voted on and passed by a majority of the members present unless otherwise stated within the By-laws.

All voting shall be done by a show of hands, personal email to the President (absentee ballot), or secret ballot as determined by voting members. In the case of an equality of votes where only a majority of votes is required, the Club President shall have a second and casting vote.

Voting for officers shall be done by ballot.

#### **SECTION C: Meeting Location**

Meetings will be held at the homes of different members at their request, or at other pre-designated locations.

The Board of Directors will set the time and place of meetings, and notify all official and prospective members.

## **ARTICLE VI**

### **OFFICERS**

#### **SECTION A: Elections**

The officers of the McKenzie Jeepers Club shall consist of a President, Vice-President, Secretary, and Treasurer, and shall be known as the Board of Directors. A minimum of two individuals must comprise the Board of Directors (President and Vice-President).

The Board of Directors shall consist of the current officers, the immediate past President, and any other committee directors (Trustees) appointed by the President.

Nominations and elections for the officer positions will take place annually, following the same fiscal year calendar from April 1 to March 31st. New officers will be nominated for their positions in February, with the elections and installation of new officers occurring in March.

Voting shall be with ballots by the club membership, and requires a majority of votes cast for election to an office.

All ballots cast for officers must be counted by at least two club members other than the nominees.

## **SECTION B: Impeachment**

Failure of any officer to carry out the duties of their office to the fullest of their ability will be consideration for impeachment of the post.

Impeachment proceedings: The Board of Directors will conduct an investigation. Their findings will be presented at the next scheduled club meeting, and voted on by the other club members. The members of the club may, by resolution passed by at least 2/3's of the members present, remove any officer before the expiration of his/her term and may, by a majority of votes cast, elect any eligible person for the remainder of the term.

## **SECTION C: Duties**

### **President - Duties of the person in the office of President are:**

To be a leader in all Club meetings and events.

To conduct meetings and recognize questions of Members and lead discussions.

To decide on an issue in case of a tie.

To keep records of the Club events, Board of Director functions, and committee issues as a check with other officers.

### **Vice-President - Duties of the person in the office of Vice-President are:**

To conduct meetings if the President is absent.

To aid the President in all matters.

Perform additional duties as assigned by the Board of Directors.

### **Treasurer - Duties of the person in the office of Treasurer are:**

To be in charge of all finances.

To keep accurate and neat records of all money received and spent by the club.

To collect dues from each member.

To be able to present a financial report at each meeting.

To make funds available for club expenditures when deemed necessary.

### **Secretary - Duties of the person in the office of Secretary are:**

To record the minutes of each meeting.

To send any necessary letters to members and others.

To keep a record and file of all letters, both incoming and outgoing.

To keep any additional club records/files that are necessary.

## **ARTICLE VII**

### **CLUB FUNDS: EXPENDITURES AND FINANCE**

All moneys received from all sources shall immediately be turned over to the club Treasurer he/she will be held accountable for all finances for the McKenzie Jeepers 4x4 Club.

No withdrawal from funds shall be made without two signatures (President and the Treasurer). Single expenditures in excess of \$50 must have the approval of the Board of Directors. The Treasurer shall make all expenditures, and there must be a receipt on record for all the expenditures.

With advanced club approval, committees or persons may be reimbursed for club functions upon providing a receipt for the expenditure.

## **ARTICLE VIII**

### **COMMITTEES**

Committees shall be organized at times for specific issues, and times of interest. They will consist of volunteers or members appointed by the club or Board of Directors. The President shall assign each committee, to a director who shall be responsible for its activities. Committee directors will serve on the Board of Directors during the period of time that the committee is functioning. Upon termination of the committee or completion of its goal, the director will no longer serve on the Board of Directors.

## **ARTICLE IX**

### **EVENTS**

All events shall be subject to approval by the Board of Directors. Events will be under the direction of a Trip Leader appointed by the Board of Directors.

All members, including the President, Vice-President, Treasurer, and Secretary, are required to follow the direction of the appointed Trip Leader and his appointed assistants from the set time of the beginning of an event, to the termination of an event.

All events must be conducted in an orderly manner and with safety and "TREAD LIGHTLY!" as the prime factors. Any event held on private property will be subject to appropriate approval and liability releases. Any member or guest participating in an event that is under the age of 18 will be the sole responsibility of the official member hosting that individual.

Vehicles may be subject to technical inspection according to the type of event being planned. If a vehicle or vehicles are found to be mechanically unsafe, the Board of Directors or run leader shall have the power to refuse event participation to that member until the mechanical problem is demonstrated to be fixed and no longer poses a safety concern. The very minimum requirement for a vehicle for any off road event is a tow hook in front and rear, a tow strap with no hooks, spare tire, CB or 2-way radio and the battery must be securely fastened. Suggested additional items fire extinguisher, shovel, first aid kit and a full size spare.

All members and guests participating in an event shall abide by all McKenzie Jeepers Club By-laws, and guidance or instructions provided by the Trail Leader or the Host Club when the event is being coordinated by members of other clubs. The welfare and reception of the club depends upon the

character it gains with the city, county, state, and federal authorities. We are not, and will not tolerate, irresponsible drivers. Any flagrant violations of the Motor Vehicle Codes or Club By-laws is sufficient cause for the removal of membership privileges, subject to a decision by the Board of Directors and club vote.

## **ARTICLE X**

### **AMENDMENTS**

These By-laws may be amended with approval from the majority of club membership. Amendment of the By-laws requires a vote during a regular membership meeting. Any amendment to the By-laws must be presented to the membership at the regular membership meeting preceding that in which the vote is to be taken, or in the official club newsletter.

The President and Secretary shall keep up-dated Constitution and By-laws with all current amendments at all times.