

# MAINE SNOWMOBILE ASSOCIATION BY-LAWS

As Amended September 16, 2008

## ARTICLE I NAME

### Section 1:

The name of the organization shall be the Maine Snowmobile Association hereinafter referred to as the Association.

## ARTICLE II PURPOSES

### Section 1:

To educate its members and the general public in the principles of safety in the use of snowmobiles.

To act as a liaison between snowmobile clubs, landowners and the State agencies who are assisting or promoting the sport of snowmobiling.

To promote better understanding between snowmobile owners, and the general public as to the proper use of snowmobiles.

To encourage the use of snowmobiles and the establishment of snowmobile trails in a manner that will result in a minimum effect on the environment.

To promote among all snowmobilers a greater respect for the rights of landowners, and other winter sports enthusiasts.

To encourage among its members an appreciation of the natural and scenic areas of our State and the need for their protection.

To encourage the passing of legislation and regulations in the best interests of both snowmobilers and landowners.

To coordinate the efforts of its members in matters relating to the use and ownership of snowmobiles

## ARTICLE III MEMBERSHIP

### Section 1:

Membership in the Association shall be open to all persons who are snowmobile owners, snowmobile operators, businesses or persons who are interested in the recreational use of snowmobiles and are willing to subscribe to the purposes of the Association as set forth in these by-laws. The membership shall run from October 1st to September 30th of the following year, membership shall be divided into classes as follows:

#### A. AFFILIATED CLUBS AND ORGANIZATIONS

Affiliated clubs and organizations are those clubs and organizations that are actively interested in the sport of snowmobiling. All applications for membership must be on an approved Association membership form and accepted by the Executive Committee. All clubs or organizations shall be encouraged to be 100% MSA affiliated.

Dues shall be established by the Board of Directors. A family is defined as all legal dependents living in one household. This does not limit single memberships.

Any club or organization with no current membership at the close of the fiscal year shall be subject to review by the Executive Committee.

#### B. LIFE MEMBERSHIP

A life membership may be purchased by any individual or family. Life membership dues shall be established by the Board of Directors. Life membership dues shall be dedicated to the MSA Legacy Fund. All past Presidents of the Association shall be non-dues paying life members.

#### D. SUPPORTING BUSINESS MEMBERS

Businesses who desire to support the Maine Snowmobile Association. Dues shall be established by the Board of Directors.

- a. Supporting Business memberships do not qualify for the following:  
MSA membership count for Directors or Alternates  
Member and Dependent Insurance

**E. NON-DISCRIMINATION STATEMENT**

Any member, or applicant for membership, shall not be discriminated against on the basis of race, color, religion, sex, sexual orientation, national origin, age or disability.

**F. TERMINATION**

A membership may be terminated by the Board of Directors for any reason deemed by the Board to be prejudicial to the best interests of the Association. A two-thirds majority of those directors present at any regular meeting shall be required.

**ARTICLE IV  
BOARD OF DIRECTORS**

**Section 1:**

The policy making and governing body of the Association shall be the Board of Directors. The composition shall be as follows:

A. All members of the Executive Committee shall serve on the Board of Directors during their terms of office. All past presidents shall serve on said board.

B. Each affiliated club or organization shall be entitled to designate directors and alternates to the board for a one year term commencing October 1 through September 30, on the basis of the number of MSA members from the previous year:

CLUB MEMBERSHIP	DIRECTORS	ALTERNATES
1 to 50	1	1
51 to 100	2	2
101 to 150	3	3
151 to 200	4	4
201 to 250	5	5
251 to 300	6	6
ETC.		

Directors and alternates must be certified to in writing, yearly by the club or organization designating such directors and alternates. A person may represent only one club as an MSA Director or Alternate

C. Officer vacancies may be filled by majority vote of the directors at the next regular meeting following their nomination and an interview with the President and Executive Vice President.

D. Only those directors or alternates present at any meeting shall be entitled to vote.

All directors must be family or individual members of the Association.

**ARTICLE V  
EXECUTIVE COMMITTEE**

**Section 1:**

Active management of the affairs of the Association shall be the responsibility of an Executive Committee for the Board of Directors.

The Executive Committee shall consist of the officers and a maximum of four (4) persons from each of the five MSA regions, who shall have the title of Regional Director. Past Presidents shall serve as ex officio members of the Executive Committee.

The regional Directors, in addition to their duties as members of the Executive Committee, shall share, under the direction of the regional Vice President, the responsibility of all Association activities in their region.

Chairpersons of the following Standing Committees shall be appointed by the President-elect and ratified by a vote of the Executive Committee no later than the last Board meeting prior to the beginning of the next fiscal year of the Association. The President-elect shall announce the appointments at the Directors Meeting.

By-Law Review	Hospitality	Finance
Fundraising	Legislative	Safety
Membership	Trails	Scholarship

The Chair of any Standing Committee shall be removed from office only for just cause. Cause for removal must be presented in writing to the Chair charged therein, and the Executive Committee, at least one regularly scheduled meeting prior to the meeting at which action on the complaint shall begin. The Chair against whom the complaint is made shall be offered an opportunity for rebuttal, after which the Executive Committee shall vote on such removal. Results of the voting shall be given to the charge in writing.

Chairman or Co-Chairman of the Standing Committees who are not members of the Executive Committee shall serve on the Executive Committee during their term as Chairman or Co-Chairman. They shall be responsible for reporting to the Executive Committee at each monthly meeting.

Attendance at all Executive Committee meetings is expected of all members of that committee.

The President, with the approval of the Executive Committee, may appoint the chairman of such special committees as deemed necessary.

## **ARTICLE VI OFFICERS**

### **Section 1:**

The officers of the Association shall be as follows: President, Executive Vice President, Five Regional Vice Presidents, Secretary, Treasurer, Assistant Treasurer and appointed Trails Committee Chair. All officers of the Association must be active members of said Association.

A. The President shall preside at all Directors meetings and all Executive Committee meetings; shall be responsible for implementing all decisions made by the Executive Committee or the Board of Directors; and shall be an ex officio member of all Committees. The President shall carry out those other responsibilities assigned to him or her by the Board of Directors.

B. The Executive Vice President shall assist the President and shall be responsible for coordinating the activities of the regional Vice Presidents. He/She shall preside at all meetings in the absence of the President.

C. The regional Vice Presidents shall have the responsibility for all Association activities in their respective regions. They shall appoint one or more area coordinators.

D. The Secretary shall keep the minutes of all Board of Directors and Executive Committee meetings.

E. The Treasurer shall present at each Directors meeting a financial report showing the monthly income and expenses for the current month and the year to date. The Treasurer shall present an annual budget to the Board of Directors at the annual meeting for approval.

- F. Any officer shall be removed from office only for just cause. Cause for removal must be presented in writing to the officer charges therein, and the Executive Committee, at least one regularly scheduled meeting prior to the meeting at which action on the complaint shall begin. The officer against whom the complaint is made shall be offered an opportunity for rebuttal, after which the Directors shall vote on such removal. Results of the voting shall be given to the charge in writing.

## **ARTICLE VII MEETINGS**

### **Section 1:**

A. The Executive Committee shall meet monthly at the Association office, or the location of scheduled Director meetings. Executive Committee members may participate in the meetings by telephone.

B. Director meetings shall be held six times per year in August, October, December, January, March and April. The location of the Director meetings shall be rotated among the five regions of the Association, with at least one meeting being held in the Northern Region.

C. The April meeting shall be the Annual Meeting.

D. A quorum shall be a minimum of 10 executive committee members for any executive committee and a minimum of 20 directors for the directors meeting.

E. Parliamentary procedure as specified in "Roberts Rules of Order" shall govern the conduct of all meetings of the Association.

F. The Executive Committee may authorize proxy votes at Director meetings.

### **Section 2:**

Special meetings can be called by the President. At least one week's notice must be given for any such meeting.

### **Section 3:**

In order to make a motion at a Directors Meeting of the Maine Snowmobile Association, a person shall be a Director in good standing or in the absence of the Director, the Alternate Director of the same club. This shall in no way curtail or abolish debate on any motion during a Directors meeting.

## **ARTICLE VIII EXPENDITURES**

### **Section 1:**

Any non-budgeted expenditure or expenditure that exceeds the budgeted amount shall be approved by a vote of the Executive Committee.

### **Section 2:**

This organization shall not be conducted for gain or profit and no part of the net earnings shall incur to the benefit of any member.

### **Section 3.**

It is the goal of this Association to operate at all times under a balanced budget.

### **Section 4:**

The transfer of funds, from one account to another, including the investment or the purchase of CD.'s shall be done by the Treasurer and/or Assistant Treasurer with the approval of the Executive Committee. No withdrawals or transfer shall be made by any individual other than the Treasurer without the approval of the Executive Committee.

## **ARTICLE IX AMENDMENTS**

**Section 1:**

The Board of Directors shall have the right to amend any of the by-laws with the approval of two-thirds of those present at any regular meeting provided that reading of the proposed changes shall be made at least one regular meeting in advance of voting on said changes.

**ARTICLE X  
ELECTIONS**

**Section 1:**

The Nominating Committee will submit a slate of Officers two meetings prior to the election date. Nominations from the floor will be accepted at the two Director meetings prior to the election of officers. No floor nominations will be made at the Annual Meeting except by the Nominating Committee if a nominee is unable to serve.

The nomination committee should consist of at least three and not more than five members.

**Section 2:**

All officers and regional Directors shall be elected by the Directors at the Annual Meeting. They shall be as follows:

- President
- Executive Vice President
- Regional Vice President from each of five MSA regions
- Secretary
- Treasurer
- Assistant Treasurer
- Regional Directors

**Section 3:**

The terms of all officers shall commence at the meeting following the Annual Meeting.

**ARTICLE XI  
MISCELLANEOUS**

The MSA shall not provide a membership mailing list without the approval of the Directors.

Should the Maine Snowmobile Association, Inc. choose to dissolve, it would be the intent of the Directors of the Association that any remaining assets be distributed to the Maine Snowmobile Association Scholarship Fund, Inc. to continue their scholarship program.

Should the Scholarship Fund be unable to accept any of the assets, it would be the intent of the Directors that the assets be distributed to the Recreational Safety Program of the Maine Department of Inland Fisheries & Wildlife.