

Arkansas Crawlers By-Laws

ARTICLE I – Club Name & Objectives

1. This organization shall be known as the Arkansas Crawlers 4x4 Club.
2. The Arkansas Crawlers 4x4 club is organized as a non-profit organization for the purpose of:
 - 1 Providing social, educational and recreational activities for its membership.
 - 2 Enjoying and protecting natural resources and support the Multiple Use Principle as it applies to public land.
 - 3 Participating in and supporting civic activities for the betterment of the community

ARTICLE II – Membership and Dues

1. Owners of four wheel drive vehicles 18 years and older are eligible for membership.
2. An application must be completely filled out before submission to the club officers. The annual membership dues must be received before an applicant's membership becomes active.
3. Annual dues shall be Thirty-Five dollars (\$35.00) per membership and are valid for the current calendar year. If it is a new membership and the sign-up date is on or after Oct. 1 it is good for the next calendar year. These dues pay for the following:
 - 1 Membership to Arkansas Crawlers
 - 2 Membership to United Four Wheel Drive Association
 - 3 Membership to Southwest Four Wheel Drive Association
4. Dues cutoff is Sept 30 for the current calendar year; any dues received prior to this date pay for current calendar year only. Dues collected after Oct 1 will count for the following year. Current paid members may pay dues for the next year at any time (i.e. pay ahead).
5. Each membership may include immediate family members. However, voting privileges are restricted to individual paid members only (i.e. if the husband is paid member and spouse is not, only husband has club vote. If spouse is also a paid member, she has vote also).
6. All personal expenses such as event registration, apparel, decals, etc. shall be born by each individual.
7. Members shall immediately notify the Secretary/Treasurer upon a change of mailing address, telephone number, or email address so the club roster can be accurately maintained.
8. All members are expected to conduct themselves in a responsible manner during club activities and while using club website to promote a positive view of this club and the sport of four-wheeling. Any member behaving in an irresponsible or offensive manner may be subject to expulsion from the club, subject to decision by the Club officers. Club dues will be forfeit following expulsion.
9. Resignation of any member shall be in writing and submitted to the Secretary/Treasurer.

ARTICLE III – Administration of Club Officers

1. The Club Officers shall consist of a President, a Vice President, and a Secretary/Treasurer.

2. The Executive Committee shall consist of current club officers, the most recent past officers for each position, and the Webmaster (non-voted, exempt position).
3. Officer terms shall be for two calendar years (Jan of year 1 thru Dec of year 2).
4. Election of the President and Vice-President shall occur in separate years so the terms of office overlap to improve club leadership **continuity**. For example, if the President is elected for 2005-2006, the VP will be elected for 2006-2007.
5. No officer or other formal club position shall be added to the club except by majority vote of the current club officers.

ARTICLE IV - Duties and Responsibilities of Club Officers

1. The PRESIDENT schedules, prepares, and presides over all club meetings. The PRESIDENT has the primary responsibility to enforce club policies and execute decisions of the Club officers. The PRESIDENT is the primary public spokesman for the club to all outside entities (organizations, vendors, etc).
2. The VICE PRESIDENT assists the president with all responsibilities and serves as president **in the presidents** absence. The VICE PRESIDENT actively promotes the club and club activities and is the signature authority for all sponsorship agreements. The VICE PRESIDENT is responsible for all club voting activities, especially the election of officers.
3. The SECRETARY/TREASURER maintains all club financial records and ensures information from formal club meetings is made available via club website. The SECRETARY/TREASURER provides a complete and accurate financial update at least quarterly at club meetings or more frequently if requested by club officers. The SECRETARY/TREASURER shall make only disbursements of funds as directed by the Club officers and Article VI herein. *The Treasurer may need to become bonded if club balance exceeds one thousand dollars (\$1,000.00) for 3 consecutive months; bond to be paid by the club.*

ARTICLE V – Election of Officers

1. The membership shall elect officers when current terms expire during the 4th quarter as needed.
2. The candidates for the offices must be current paid members in good standing.
3. Nominations must be announced via the website prior to the initiation of voting by the Vice President.
4. Voting shall occur via public website announcement and ballots sent to email address of record to current members. Only ballots returned by the voting deadline shall be counted.
5. A simple majority (51%) of received ballots shall decide the outcome for each position.
6. In the event of a vacancy in the office of President, Vice President, or Secretary/Treasurer, a special election shall be called to elect a successor.
7. Any officer may be recalled by a majority vote of the entire membership.

ARTICLE VI – Expenditures & Finance

1. All moneys received from all sources shall be immediately turned over to the Secretary/Treasurer to be deposited in the club account.
2. The Secretary/Treasurer is authorized to spend up to \$50.00 per quarter for miscellaneous club expenses without prior approval of other club officers.
3. Any expenses over \$50.00 must have majority approval of the Executive Committee.
4. All expenditures must be made by check and promptly recorded in the club financial

ledger so an accurate balance is maintained. The item or expense for which the check was drawn shall be designated on the check memo line. Receipts are to be maintained and separated by calendar year (i.e. all receipts for 2004 must be filed or stored separately from other calendar years).

ARTICLE VII - Meetings & Voting

1. Formal club meetings open to all club members shall be held quarterly at such times and places designated by the President for the express purpose of addressing club business (i.e. new memberships, current and upcoming club activities, etc).
2. Issues requiring a club vote will be announced publicly on the website, and an email ballot will be sent by the Vice President to each current member. All ballots returned by the announced deadline constitute the final vote. A simple majority (51% or more) shall determine the outcome.

ARTICLE VIII – Club Trail Rides & Responsibilities

1. All club trail rides will be under the direction of at least one designated Trail Leader (usually the person who organized the ride).
2. The Trail Leader is responsible for all ride coordination (when & where to assemble, route & difficulty selection, etc).
3. The Trail Leader will conduct a Driver Meeting with Safety Checklist prior to initiating the trail ride.
4. All drivers on the trail ride must be over the age of 18.
5. Members assume full responsibility for their invited guests, whether they are passengers or other drivers.
6. Vehicles may be subject to technical inspection and may be disqualified from participation if found to be mechanically unsafe.
7. Alcohol WILL NOT be consumed prior to or during club rides. Anyone suspected of an alcohol violation will be immediately asked to leave the group.

ARTICLE IX - Amendments

1. These By-Laws may be amended by a majority vote using voting method described in Article VII. Any desired amendment to the By-Laws may be presented via the club website for discussion prior to voting.

ARTICLE X – Charter Members

1. Members who **adopted and signed** the By-Laws of the Arkansas Crawlers on or before March 2001 shall be known as Charter Members of the organization.
2. **Charter Members include the following:**
 - 1 Andrew Smith
 - 2 Deron Kaseberg
 - 3 Steve Vandenberg
 - 4 Jason Seritt
 - 5 Mike Clement