

## Executive Summary

The Mission of Timber Tamers Inc. is to promote the sport of four wheeling in an ethical and responsible manner by performing community service such as education and maintenance on private and public lands, under the guidance of government agencies. While working to ensure continued access of public lands for all, we strive to educate the users on the proper use of lands.

## Article I

### Membership and Dues

Section 1: This organization will have unlimited membership.

Section 2: Requirements for membership.

- A. Must be registered and/or legal owner of a 4x4 vehicle.
- B. Must meet requirements for candidates to apply for membership.
  - 1. Dependent members may declare at any time their wish to become their own member. They must meet all of the requirements for membership. Their membership will be voted on at the meeting following their declared candidacy.
- C. Pay organization dues.
  - 1. Association membership dues and any dues voted upon by a majority of members present are due in October. The organization dues are set yearly for the following calendar year by majority member vote.
  - 2. Late fees are assessed at 10% per month for delinquency.
  - 3. Organization dues are pro-rated when a member joins within the calendar year.

Section 3: Expulsion from membership.

- A. Any member which is guilty of any negative act which reflects upon this organization may have a hearing in his/her own defense before the Board of Directors, who shall then decide whether he/she should be voted upon by the membership for possible expulsion from this organization. The vote shall be by secret ballot. A 2/3rd majority vote by the members present is required to expel a member. If he/she is expelled he/she shall be notified in writing.

Section 4: Withdrawal from membership

- A. Withdrawal of any member from this organization shall become effective upon written notice to the Board of Directors, provided all dues are current. Any advance dues paid prior to termination shall be refunded.
- B. Withdrawn members can be reinstated upon request.

#### Section 5: Candidates

- A. Provide the organization with a complete application form.
- B. Candidates must abide by all organization by-laws/guidelines/S.O.P.'s.
- C. Must attend 3 monthly meetings and 3 monthly runs and 1 work party to be eligible for a membership vote.
- D. Upon a successful membership vote they must pay organization dues to become full members with voting rights.

#### Section 6: Family members

- A. Family members will usually be considered as significant other and children of the adult member.

## ARTICLE II

### Charter Members

#### Section 1: Charter members

- A. Charter members who were present at the closing of the charter on April 5, 1979 shall be known as the charter members of this organization.
- B. Charter members shall have their annual organization dues frozen at \$10.00 and shall not be subject to increase.

## ARTICLE III

### Meetings

#### Section 1: Meetings

- A. Meetings of this organization shall be held on the fourth Thursday of the month at 7:00 p.m. except for December when no meeting will be held.
- B. If the fourth Thursday of the month falls on a holiday, then the meeting will be held on the next available date it can be scheduled.
- C. Special meetings may be called by two or more elected officers. An attempt shall be made to notify all organization members of special meetings.

#### Section 2: Quorum

- A. The presence of two members shall be a quorum of any meeting of members for the choice of a chairman and adjournment of the meeting.
- B. For all other purposes the presence of 25% of the voting membership shall be necessary to constitute a quorum.

- C. No business shall be transacted at any meeting unless the requesting quorum shall be present at the commencement of such business.

### Section 3: Voting

- A. Except as otherwise provided by the Constitution and by-laws, every question submitted to any meeting of members shall be decided by majority vote.
- B. There shall be a maximum of two membership cards per family with one vote per card.

### Section 4: Presiding Officers

- A. All meetings shall be presided over by the President or in his/her absence the Vice-President.

## ARTICLE IV

### Elected Officers

#### Section 1: Elected Officers

- A. The elected officers of this board shall be:
  - 1. President
  - 2. Vice-President
  - 3. Secretary
  - 4. Treasurer

#### Section 2: Board of Directors

- A. The Board of Directors shall consist of all the current elected officers.

#### Section 3: Duties of the Officers

- A. The President is the chief executive of this organization and Chairman of the Board of Directors. The President shall preside at all meetings and together with the Vice-President shall sign all certificates of membership, deeds, mortgages, contracts and other official business of the organization as directed by the Board of Directors and/or Treasurer.
- B. The Vice-President shall aid the President and preside in the President's absence. The Vice-President is responsible for all appointed officers and committees.
- C. The Secretary shall perform all the duties connected with reports, minutes and record keeping of this organization.
- D. The Treasurer shall handle the receipts, expenditures and funds and keep all financial records of this organization. The Treasurer shall submit a financial

report at the monthly meeting. An Annual report shall be made at the end of their term and audited by the Board of Directors.

- E. There shall be no compensation to any officer, representative or any other member for work rendered on any organization business or activity. Any officer, representative or member may be reimbursed for actual expenses incurred while representing the organization or engaging in any organization business.
- F. Representatives of the organization can be appointed by the board to represent the Timber Tamers.

## ARTICLE V

### FINANCES

Section 1: All money received from all sources shall be immediately turned over to the Treasurer to be received and properly distributed.

Section 2: Expenditures by the organization officers in excess of \$25.00 per month must have the approval of the majority of the voting quorum of the members. Accurate, itemized records shall be kept for all expenditures.

Section 3: All monies not used for maintenance of the organization shall be used for the public good.

## ARTICLE VI

### ELECTIONS

Section 1: Nominations of new officers will begin at the September meeting. Elections will be held at the November meeting. Newly elected officers will take office at the January meeting. Offices are held from January 1st – December 31st.

Section 2: Officers are elected by a majority vote.

Section 3: Election procedures will be floor nominations and secret written ballots. Each office shall be voted on separately.

Section 4: If an elected officer should resign (other than that of the President) the Board of Directors shall appoint a replacement for the remainder of the term.

## ARTICLE VII

### REMOVAL OF OFFICERS FROM OFFICE

Any officer who fails to perform the duties of his/her office may be removed from office by 2/3 majority vote of the present membership.

#### LEGAL LIABILITY

This organization shall be in no way legally liable or responsible for the actions of its individual members.

#### PERSONAL BENEFITS

No officer or member of this organization shall use it as a means of furthering any personal, political or any other aspirations: nor shall the organization as a whole take part in movements not keeping with its real and established aims and purposes.

### ARTICLE VIII

#### RULES AND PROCEDURES

This organization shall use parliamentary procedure according to the Roberts Rules of Order.

### ARTICLE IX

#### AMENDMENTS

Section 1: By-laws may be amended at any regular meeting. Such amendments must be read at one regular meeting prior to the meeting at which said amendment will be voted on and must be approved by 2/3 majority vote.

Section 2: Any article, section or sub-section of these laws may be over-ruled by 100% vote of the voting membership present at a regular monthly meeting.

### ARTICLE X

#### DISSOLUTION OF CORPORATION

In the event of the dissolution of Timber Tamers, all properties must be sold and all assets donated to a charitable organization that performs exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code. The charitable organization will be designated by a majority vote of the remaining members.