



## CLUB BY-LAWS

Adopted – October 2008  
Amended - January 2009

### ARTICLE 1

#### NAME & PURPOSE

The name of this club will be **Westbrook Trail Blazes** and will be referred to herein as **The Club**. **The Club** was organized to promote participation in snowmobiling, other outdoor winter recreation and provide social opportunities for its members. **The Club** is and forever will be a nonprofit corporation. Its purpose is to open, create and maintain a safe, enjoyable trail system in Westbrook, ME.

### ARTICLE 2

#### OBJECTIVES

Section 1: The objectives of **The Club** are:

- To provide safe trails in cooperation with local landowners.
- To preserve and protect our natural environment.
- Encourage safe, courteous and responsible use of snowmobiles.
- To be affiliated with the Maine Snowmobile Association
- To groom and maintain a multi-use trail system for the City of Westbrook and other surrounding communities.

## ARTICLE 3

### MEMBERSHIP

- Section 1: There will be various membership levels.
- Regular Member
  - Dependent Member
  - Business Member
  - Associate Member
- Section 2: Membership in **The Club** shall be open to all persons who are snowmobile owners, operators or winter recreation enthusiasts.
- Section 3: Members must be willing to subscribe to the objectives and the rules and regulations of **The Club**, as set forth in these by-laws.
- Section 4: A membership application must be filled out and the appropriate dues submitted to the Treasurer.
- Section 5: The membership period will be annual and run from October 1<sup>st</sup> through September 30<sup>th</sup>.
- Section 6: There will be no limit to the number of members.
- Section 7: By becoming a member of **The Club**, you will also become a member of the Maine Snowmobile Association, unless the member is already affiliated through another club.
- Section 8: A member is considered in "good standing", if they are active in **The Club**, their dues are up to date and they are not considered to be in violation of any of **The Club's** rules and regulations.

## ARTICLE 4

### OFFICERS

- Section 1: The officers of **The Club** shall consist of:
- President
  - Vice President
  - Secretary
  - Membership
  - Treasurer
  - Trail Master
  - Assistant Trail Master
  - Communications
  - Landowner Relations
- Section 2: **The Club** may have up to eleven officers and as few as five. The current officers may determine the need for more or less as needed for specific positions.
- Section 3: All officers will always promote **The Club** in a positive manner.
- Section 4: Should any office of **The Club** become vacant during the year, The remaining officers shall be able to elect a replacement to fill the vacancy, until the next regularly scheduled election takes place. The replacement must be a member in "Good Standing" and be approved by majority vote of the remaining officers.

## ARTICLE 5

### DUTIES OF THE OFFICERS:

- Section 1: PRESIDENT: Shall preside at all meetings of **The Club**. The President will be an ambassador for **The Club** and will conduct him or herself with dignity when representing **The Club**.
- Section 2: VICE PRESIDENT: Shall occupy the position of the PRESIDENT if for any reason the President is unable to perform his/her duties.
- Section 3: SECRETARY: Shall record all proceedings of **The Club**. At regularly scheduled meetings, the Secretary will report on the proceedings of the previous meeting. The Secretary will maintain any records required by **The Club**.
- Section 4: MEMBERSHIP: Shall process all membership applications for Westbrook Trail Blazes and the Maine Snowmobile Association as necessary. Welcome new members with some form of communication. Also maintain a membership database.
- Section 5: TREASURER: Shall keep records on all income and expenditures, report to the officers of **The Club** of its financial position at every regularly scheduled meeting. The Treasurer will maintain all funds in safekeeping, and keep all vendor accounts paid. The Treasurer shall make all records available to any officer or member upon request.
- Section 6: TRAIL MASTER: Shall oversee all trail maintenance, upkeep and signage. The Trail Master will take comments from the membership regarding the trails and report back to the officers at regularly scheduled meetings. The Trail Master will also work to create and maintain an accurate trail map.
- Section 7: ASSISTANT TRAIL MASTER: Will work with the Trail Master and fill in at regular club meetings when the Trail Master is not available. This position should also work to produce efficient grooming schedules under the supervision of the Trail Master.
- Section 8: COMMUNICATION: Shall be responsible for maintaining an up to date website for **The Club**. Creating and maintaining various club forms and promotional materials.
- Section 9: LANDOWNER RELATIONS: Shall continually create new and communicate with existing landowner relationships. This officer will document any and all details with regard to landowner requests deemed necessary for **The Club** to have permission to access the land. Monitor activity on the trail system for potential problems that might develop into a negative situation for **The Club**.

## ARTICLE 6

### ELECTIONS

- Section 1: Officers are elected for a term of one year at the September meeting. Nominations for officers will be accepted from the floor during this meeting. Nominees must be present to accept or decline the nomination. A vote will be held with the new officers taking over at the end of this regularly scheduled meeting.

- Section 2: Any member in "Good Standing" will be allowed one vote for the election of officers and any member in "Good Standing" is eligible to be nominated as an officer.
- Section 3: Voting of officers can be by show of hands or by written ballot. The President will ask if anyone objects to voting by show of hands. One objection will warrant voting by written ballot.

## ARTICLE 7

### MEETINGS

- Section 1: **The Club** will meet regularly on the second Wednesday of the month starting in September and ending with the April meeting.
- Section 2: All meetings will be run using Robert's Rules of Order and enforced by the President.
- Section 3: To call a meeting to order, conduct business and make decisions, there must be five of the seven officers present.
- Section 4: Special meetings can be called by any elected officer of **The Club** by giving appropriate notification and time for the other officers to respond.
- Section 5: An expenditure impacting **The Club** can happen at any given meeting with a simple majority vote of the membership in attendance. Any decision that will impact **The Club** for \$1000 or more will require proper notification to the entire membership that a second discussion and vote will take place at the next scheduled meeting. At that meeting, the expenditure may be approved by a simple majority vote of the membership in attendance. In the case of a tie, the officers in attendance will vote to make the final decision.

## ARTICLE 8

### RULES AND REGULATIONS

- Section 1: Riders will ride at their own risk on all property.
- Section 2: All trails marked by **The Club** will have previously obtained permission from the landowner.
- Section 3: Members will agree not to litter or purposely damage any portion of the natural environment on or around the **The Club's**, trail system.
- Section 4: Members will agree to abide by the Maine Snowmobile Association Laws and regulation's.
- Section 5: Members are to have their snowmobile equipped with proper mufflers, lights, brakes and a current registration.
- Section 6: All members are encouraged to be active in the club, help make the trail system better and promote **The Club** in a positive manner to other perspective members.
- Section 7: Operating a snowmobile under the influence of alcohol on any trail system is strictly prohibited.

- Section 8: All members are encouraged to observe and intervene when necessary, in all questionable acts may mar **The Club's** purpose and objectives, especially if it may jeopardize a relationship with a landowner.
- Section 9: Rules and regulations may be revised at the discretion of the officers at any meeting providing there is a quorum. A simple majority vote is needed to approve any change.

## ARTICLE 9

### MISCELLANEOUS

- Section 1: Should **The Club** ever dissolve through actions of its members or an act of God, its assets and any possessions will become the property of the Maine Snowmobile Association.
- Section 2: A membership may be terminated by a majority vote of **The Club** officers for any reason deemed to be in violation of club rules and regulations.
- Section 3: The President shall be able to appoint temporary committees as necessary to perform or research as specific task.

## ARTICLE 10

### ORDER OF BUSINESS

- Section 1: The regular meetings will be run in the following format.
- Meeting called to order.
  - Secretary's report. (Approve previous meeting minutes)
  - Membership report.
  - Treasurer's report.
  - Trail Master's report.
  - Communication Officer's report.
  - Landowner Relations Officer report.
  - Old Business.
  - New Business.
  - Adjournment.

## ARTICLE 11

### AMENDMENTS

- Section1: These By-Laws can only be amended by the following procedure. A motion must be made, seconded and discussed. The members of **The Club** that are in attendance will vote by simple majority to notify the membership of the proposed change(s) and that there will be a second discussion at the next scheduled meeting. At that meeting the change(s) may be approved by a simple majority vote of the membership in attendance.