

SANTA CRUZ 4 WHEEL DRIVE CLUB — BYLAWS —

ARTICLE I - NAME

The name of this organization shall be: SANTA CRUZ 4-WHEEL DRIVE CLUB (SC4WDC).

ARTICLE II - PURPOSE

This shall be a non-profit organization for the purpose of: social, education and recreational activities, to enjoy and protect our natural resources and enjoy family outdoor living.

ARTICLE III - GENERAL MEMBERSHIP

Section 1.

Owners of any 4-wheel drive vehicle are eligible.

Section 2.

Applicants for new membership must fulfill all the following qualifications:

- A. Be at least 18 years of age.
- B. Hold a valid drivers license.
- C. Show proof of California State minimum of PL and PD insurance on the vehicle which is intended to be used on club events.
- D. Participate in at least two (2) club sponsored events in their own vehicle and attend two (2) regular club meetings prior to acceptance of application.
- E. Be sponsored by one (1) Member in good standing. If applicant is new to the area, this requirement may be waived at the time of initiation.
- F. Pay an initiation fee of \$10, which will be used for security deposits on club events.
- G. All members must be CA4WD members.
- H. The request may be approved or disapproved by a two thirds vote of the Board.

Section 3.

Each member includes the immediate family.

Section 4.

Voting is restricted to family members consisting of husband and wife, or if unmarried to the registered owner (s) of the vehicle.

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Section 5.

Annual dues are (thirty dollars, \$30) due on March 1, these dues are mandatory. Any membership over 30 days delinquent will be brought to the Board Members attention and pending the Board Members decision can be automatically terminated.

The California Association of 4WD Club Inc. Fee is due on July 1 of each year. All SC4WDC (The Santa Cruz 4-Wheel Drive Club) members must pay this fee on March 1 with your annual dues. This will allow the SC4WDC to have full payment to the Association on time. A member may join the State Association through another club or by themselves.

Section 6.

To remain in **good standing**, a Member must participate in at least three (3) club sponsored events a year and must attend at least three (3) membership meetings annually.

Section 7.

All members must conduct themselves in a respectable and orderly fashion whether in or out of club activities. Any Member disgracing themselves in the public eye will be immediately subject to expulsion from the club at the discretion of the Board of Directors. This club will not tolerate any discrediting actions from its members.

Section 8.

Any member expelled from the club must return the flag, plaques and patches to the Treasurer.

Section 9.

Honorary Membership may be applied for or granted to individuals or organizations who have significantly contributed to two (2) or more club events in one (1) year.

- A. The request may be approved or disapproved by a two thirds vote of the Board.
- B. Honorary membership shall have no right to vote, shall hold no office in this club nor may place motions to the membership for voting proposes.
- C. There are no club dues for a Member of this status.
- D. Need not own a 4-Wheel drive vehicle

Section 10.

Associate Membership may be granted to a **good standing** member who can no longer meet the general membership requirements and has provided a written request to the board, stating why the Member wants that status.

- A. The request may be approved or disapproved by a two thirds vote of the Board.
- B. Associate membership shall have no right to vote, shall hold no office in this club nor may place motions to the membership for voting proposes.
- C. Dues for this status shall be (thirty dollars, \$30) per year.
- D. Associate membership does not require State Association membership.

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- E. Must attend three (3) membership meetings annually.
- F. May attend club runs as space permits.
- G. Need not own a 4-Wheel drive vehicle.

Section 11.

Charter Membership is defined as one who has been a member of the Santa Cruz 4-Wheel Drive Club for fifteen (15) years of continuous membership joining on or before December 31.

- A. A Charter Member is no longer required to pay Annual club dues.
- B. A Charter Member shall receive a plaque from the SC4WDC stating their continuous support and dedication.
- C. A Charter Member will still be required to pay the State Association dues.

Section 12.

Membership annual renewal will be reviewed by the Board Members to determine if an individual's membership to the SC4WDC will be continued.

- A. A Member of the SC4WDC no longer possesses a 4-Wheel Drive for a period of six months.
- B. A Member of the SC4WDC no longer in good standing (Article III Section 6).
- C. Honorary Membership will be reviewed to see if that Honorary Member is to remain in that status (Article III Section 9).
- D. Associate Membership will be reviewed to see if that Member wishes to remain in that status (Article III Section 10).
- E. Charter Membership will be reviewed to see if that Member wishes to remain in that status (Article III Section 11).
- F. All members must show proof of California State PL and PD insurance on the vehicle which is intended to be used on club events.

Section 13.

A waiver of any bylaw may be decided at the discretion of a two thirds vote of a regular membership meeting, providing 51% of the membership is present.

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ARTICLE IV - OFFICERS AND DUTIES

Section 1.

President (Executive Officer):

- A. Exercise general supervision over affairs of the club.
- B. Conduct membership and board meetings.
- C. Appoint committees.
- D. Signature authority on checks. (Cannot endorse a check made payable to himself)
- E. Report to the club on State Association business.

Section 2.

Vice President (Head Trail master):

- A. Organize and promote club trips.
- B. Assist the President.
- C. Act in place of the President or Treasurer when they are unable.

Section 3.

Secretary / Treasurer:

- A. Keep club records.
- B. Tend to club correspondence.
- C. Prepare a monthly written financial report in detail listing each item of income and expense.
- D. Signature authority on checks. (Cannot endorse a check made payable to himself)

Section 4.

Term Length

- A. The length of each term will be for two years and will start on each odd year.
- B. No officer may hold the same office for more than two consecutive terms.
- C. In the event that an officer must terminate his position for any reason, the officers and board members will nominate a replacement for that position to fulfill the remainder of the term, and will be subject to vote by the general membership.

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ARTICLE V - BOARD OF DIRECTORS AND DUTIES

Section 1.

Board shall consist of the three (3) officers plus three (3) elected directors and the previous President appointed to:

- A. Membership.
- B. Finance.
- C. Social and Program (one of which shall be the retiring President).

Section 2.

A quorum will consist of four (4) of the elected officers and directors.

Section 3.

This Board shall be governing body of this club, subject only to the will of the membership.

Section 4.

The three (3) elected Board members shall have the responsibility of reviewing and reporting the previous year's income and expenses made by the Treasurer to the general membership.

Section 5.

Term Length

- A. The length of each term will be for two years and will start on each even year.
- B. No board member may hold the same office for more than two consecutive terms.
- C. In the event that an officer must terminate his position for any reason, the officers and board members will nominate a replacement for that position to fulfill the remainder of the term, and will be subject to vote by the general membership.

ARTICLE VI – TRAILMASTER DUTIES

Section 1.

At least 3 weeks prior to the planned event, the trailmaster will submit a trailmaster agenda to all members in the club and may be posted on the SC4WDC website calendar.

Section 2.

Provide information, handouts, and maps to each club member no later than the last regular meeting prior to the run.

Section 3.

Trailmaster will carry Trailmasters Kit, club First Aid kit and club welder on the run.

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Section 4.

Trailmaster will define departure time and location, and assist in organizing those who wish to caravan to/from the run location by:

- A. Facilitating the exchange cell phone numbers and/or confirming CB radio channel (15) to be used.
- B. Assigning the lead vehicle and tail vehicle in the caravan, and to ensure that a form of communication between them has been defined in the event that a vehicle in the caravan has vehicle problems or leaves the caravan.
- C. Ensuring the caravan participants travel together and stop together as a group.

Section 5.

The Trailmaster should submit a run report that summarizes the run highlights and may include observations of activities that went well or could be improved for future events This is also to be posted on the SC4WDC website under "Trip Reports".

ARTICLE VII - MEETINGS

Section 1.

Membership meetings will be held once a month.

Section 2.

Board meetings will be held at the discretion of any officer or board member.

Section 3.

Reimbursement of any expense may be submitted to the club membership, complete with description of expense and receipt(s), at any regular club meeting and will be subject to vote of the general membership.

ARTICLE IIX - ELECTIONS

Section 1.

Election of all Officers and Directors to be held at the regular November meeting each year.

Section 2.

New Officers and Directors to take office on the following January 1.

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Section 3.

Procedures for electing officers shall be as follows:

- A. The current president will appoint an "Election Committee" consisting of one (1) Board Member and two (2) members-at-large. The Election Committee members are eligible to hold office.
- B. The Election committee will recommend one (1) candidate each for President, Vice President and Secretary/Treasurer.
- C. The "election" will consist of members at the November membership meeting, casting "aye" or "nay" votes for each recommended candidate.
- D. Each candidate receiving a majority of "aye" votes will assume office.
- E. Whenever an office is not filled by a recommended candidate, the President will:
 - 1) Declare an office "open for nomination."
 - 2) Accept nominations for the office from the membership present at the October membership meeting.
 - 3) Close the nomination.
 - 4) Hold a sealed ballot election for the office, during the November membership meeting.

ARTICLE IX - BYLAWS CHANGES

These bylaws may be amended by a two-thirds majority vote at a regular membership meeting, providing 51% of the membership is present. All Members must be notified by mail two (2) weeks prior to such an amending vote.

ARTICLE X - SAFETY

Section 1.

Equipment required for run:

- A. Roll bar, Cage or hardtop.
- B. Safety belts for all passengers.
- C. Fire extinguisher (current date).
- D. Batteries must be fastened securely.
- E. First Aid Kit.

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Section 2.

Equipment recommended by Club:

- A. Hand brake / microlock.
- B. Spare tire.
- C. Flares.
- D. Poles with light (sand dunes), no less than 12 feet from the ground.
- E. Axe.
- F. Shovel.
- G. Water.
- H. Carburetor (air cleaner).
- I. All gear shift levers and dash switches shall have knobs.
- J. All tow bars must be fastened securely.
- K. Tool kit.
- L. Jack.
- M. Lug wrench
- N. Spare fuel.
- O. CB Radio (Channel 15 monitored by SC4WDC on runs).
- P. Spill Kit

Section 3.

Each Member is responsible for keeping their vehicle in accordance with the California State Vehicle Code.

Section 4.

The Trailmaster(s) has the power to stop any person with a gross vehicle violation, from participating in a club sponsored event:

- A. Example of a gross violation
 - 1. Hole in muffler - fire hazard.

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ARTICLE XI - BYLAWS HISTORY

Section 1.

- A. The original Santa Cruz 4-Wheel Drive Club Bylaws were drafted on December 31, 1969.
- B. Santa Cruz 4-Wheel Drive Club Bylaws referenced as given on November 11, 1993 for rewrite has only the addition of numbered and dated pages.
- C. Santa Cruz 4-Wheel Drive Club Bylaws updated per written and verbal inputs as of February 3, 1994. All ten Articles were reviewed by 51% of club members and were voted in as new bylaws of the SC4WDC to be affective as of February 3. 1994.
- D. Santa Cruz 4-Wheel Drive Club Bylaws updated per written and verbal inputs as of March 10, 1994. Article 3 section 5 was reviewed by 51% of club members and was voted in as new bylaws of the SC4WDC to be affective as of April 8, 1994.
- E. Santa Cruz 4-Wheel Drive Club Bylaws updated per written and verbal inputs as of March 2, 1995. Changed or added is: Article IV - Officers and Duties added Section 4: Term Length, Article V - Board of Directors and Duties added Section 5: Term Length and Article VIII - New Membership was added. These changes were reviewed by 51% of club members and was voted in as new bylaws of the SC4WDC to be affective as of May 4, 1995.
- F. Santa Cruz 4-Wheel Drive Club Bylaws updated as follows: Article III-Section 2, Article III-Section 5, Article III-Section 6, Article III-Section 10, Article III-Section 12, Article IV-Section 1, Article IV-Section 2, Article IV-Section 3, Article IV-Section 4, Article V-Section 5, Added Article VI –Trailmaster Duties, Article VII–Section 2, Article VII-Section 3, Removed previous Article IIX, Renumbered Articles to IIX and IX, Article X-Section 1, Article X-Section 2, Article X-section 4, Article XI-Section 1.