

CREEPER JEEPERS GANG 4-WHEEL DRIVE CLUB OF DURANGO, INC.

BY-LAWS

Revised September 7, 2021

ARTICLE I

- 1) This organization shall be known as the Creeper Jeepers Gang 4-Wheel Drive Club of Durango, Inc., which may also be known as the acronym "CJG4WDC". This organization shall hereafter be referred to as the "Club".

ARTICLE II

- 1) The Club is organized as non-profit organization for the purpose of:
 - a. Providing social, educational, and recreational activities for its membership.
 - b. Participating in and supporting civic activities for the betterment of the community.
 - c. To enjoy and protect all local, state and national resources, and to assist various government agencies in development of off-road trails and areas.
 - d. To adhere to the principles and practices of the United Four-Wheel Drive Association.

ARTICLE III

- 1) Class of Members-There is only one class of members.

ARTICLE IV

1) Memberships and Dues

- a. Owners and drivers of four-wheel drive vehicles, as described herein, are eligible for membership in the Club. Vehicles shall be described as follows:
 - (1) Vehicles participating in Club driving events must be equipped with adequate safety equipment, or as approved by the Safety Officer.
 - (2) Vehicles participating in Club driving events must be currently registered and/or licensed and have current insurance.
 - (3) Vehicles participating in Club driving events must be equipped with an integral metal top or roll bar. Vehicles must also have seat belts in operating condition. Seat belts will be used by drivers and passengers in all Club driving events.
- b. Any individual or couple who subscribes to the purposes and basic policies of the Club may apply for membership, subject to compliance with the provisions of the By-laws.
- c. Applicants for membership must be at least eighteen years of age (exceptions may be made by the Board of Directors), must hold a valid driver's license, and must show a minimum of PL & PD insurance coverage on their vehicles.
- d. Applicants for membership shall submit an application that shall be accompanied with payment for dues.
- e. Members (includes Spouse or "Significant Other) have the privilege to vote and to hold elective office. Members' children will NOT have the right to vote or hold elective office, but may serve on committees.
- f. The use of alcoholic beverages by any individual while driving or riding in a Club event shall not be permitted. The use of controlled substances shall be expressly forbidden at any time during Club meetings or activities. It shall be the responsibility of any member who observes or is aware of any infraction of this rule to report the infraction to the Trail Leader, Safety Officer, or Board of Directors.
- g. The annual membership date for this organization is June 1st of each year. The annual dues shall be an amount as recommended by the Board of Directors as deemed necessary with approval by a majority vote of members present and voting at a regular club meeting. Dues shall be payable in advance on an annual basis, and shall be considered in arrears if not paid by May 31st of each year. Any member whose dues are in arrears shall be dropped from the rolls of this organization. Nothing herein contained shall prevent reinstatement of a delinquent member upon payment in full of his/her unpaid dues by August 1st.
 - (1) Elected officers to the Board of Directors shall have their dues waived for the current year of service.

- h. Members shall immediately notify the Secretary upon a change of address, mailing address, email, or telephone number.
- i. Any member not adhering to Article IV, Section 1), a. as contained herein, and Article IV, Section 1), f. as contained herein, may be subject to a review by the Board of Directors.

2) Regional Club Chapters

- a. The Club may elect to establish Regional Chapters to enhance Club membership rolls, to serve the best interests of Club members residing in the affected Region.
- b. Chapter establishments may be requested by current or prospective members residing within the affected Region(s).
- c. Chapter establishment must be recommended by the Board and approved by a majority vote of the Membership.
- d. Chapter responsibilities, dues, activities, etc. will be governed by By-laws and the SOP of the Club.
- e. Members of Regional Chapters will be full voting members of the Club.
- f. Annual membership dues shall be collected by the Chapter, payable to the Club.
- g. Chapter expenses shall be paid by the Club at the discretion of the Board of Directors.

ARTICLE V

1) Meetings

- a. Meetings of the membership of the Club shall be held once monthly in person or remotely via the chosen online platform at such time and place as designated by the Board of Directors.
- b. Fifteen (15) voting members shall constitute a quorum for a membership meeting. Votes are limited to those members present in person or remotely via the chosen online platform, or submitted by email within three (3) days. If the quorum is not met, the Board's determination is binding.
- c. Meetings shall be conducted under Roberts Rules of Order, Newly Revised.
- d. Regional Club Chapters shall hold monthly meetings at a time & place convenient to Chapter members and as approved by the Board.
- e. Minutes of all Regional Club Chapter meetings will be documented by the Regional Chapter Secretary.

ARTICLE VI

- 1) The administration of the Club shall consist of an Executive Committee and a Board of Directors.
- 2) The officers of the Club shall consist of a President, Vice-President, Secretary, Treasurer, Safety Officer, and Land Use Officer, and shall be known as the Executive Committee.
- 3) The addition of any new Officer position shall be subject to a majority vote of the members present in person or via the chosen online platform, or submitted by email within three (3) days.
 - a. The President shall preside over as many membership and board meetings as possible and be present at as many events as possible. He/she shall be the Executive Officer and shall have the duty to carry out the policies and decisions of the Board of Directors.
 - b. The Vice-President shall, in the absence of the President, serve in that capacity. He/she shall perform duties as may be assigned by the Board of Directors.
 - c. The Secretary shall keep and preserve all records and minutes of the meetings of the regular membership and the Board of Directors, shall have the responsibility of ledger roll call and determine the number of voting members present. He/she shall keep a file system of membership and shall receive and answer all general correspondence pertaining to the Club.
 - d. The Treasurer shall keep accurate and complete records of the funds and accounts of the organization as directed by the Board of Directors and by the By-laws as described herein.
 - e. The Safety Officer shall oversee all matters regarding safety including the inspection of member's vehicles. The Safety Officer shall observe the performance of club members and advise the Board of Directors of any incident exhibiting unsafe equipment or driving practices. The Safety Officer shall advise the applicable member and the Board of Directors of any deficiency in safety equipment specifically required in the By-laws as described herein. The Safety Officer shall

investigate any reported incidents. Notice of violations, and possible disciplinary action, shall be in writing.

f. The Land Use Officer shall attend to all matters regarding land use whenever such matters are applicable to the function of the Club and he/she shall act as liaison with other applicable agencies regarding such land use.

g. Each Regional Club Chapter shall appoint a Chapter Director and Chapter Secretary/Treasurer, with all recommended appointees to be approved by the Executive Committee.

Rev 11/2012

- 4) The Board of Directors shall consist of the Executive Committee, the two Directors at Large and the Regional Club Chapter Directors(s). The Board of Directors shall hereinafter be referred to as the "Board".
- a. The Board shall hold regular meetings at a time and place as determined by the President of the Club who shall preside over such meetings.
 - b. Five (5) Board members shall constitute a quorum for a board meeting.
 - c. All decisions of the Board shall be determined by a majority vote of the board members present in person or via the chosen online platform, or submitted by email within three (3) days.
 - d. It shall be the responsibility of the Board to establish a "Standard Operating Procedure" or "SOP" for the Club. It shall be the responsibility of the Board to advise the Club of all items included in the "SOP", or any changes in items included in the "SOP".
 - e. The "SOP" must be approved by a majority vote of the members present in person or via the chosen online platform, or submitted by email within three (3) days.
 - f. A member may be expelled from the Club for due cause upon a 2/3 majority vote of the Board present in person or via the chosen online platform, or submitted by email within three (3) days.

ARTICLE VII

1) Expenditures and Finance

- a. All money received from all sources shall immediately be turned over to the Treasurer to be immediately deposited in the checking account of the Club.
- b. No withdrawal from funds shall be made without the approval of the Board of Directors. Single expenditures in excess of Three hundred dollars (\$300.00) must have a majority vote of the members present in person or via the chosen online platform, or submitted by email within three (3) days.

ARTICLE VIII

1) Election of Officers and Directors at Large

- a. The membership shall meet in person or via the chosen online platform, or submitted by email within three (3) days, and nominate Officers and Directors at Large for each year prior to the regular November meeting.
- b. The membership shall meet in person or via the chosen online platform, or submitted by email within three (3) days, and elect Officers and Directors who have been nominated. Elections shall be for each year at the regular November meeting. The newly elected Officers and Directors at Large shall take office January 1st. Voting shall be in person or via the chosen online platform, or submitted by email within three (3) days.
- c. Balloting for each office shall be in separate successive sequence and will be held by secret ballot. All ballots for office must be counted and checked by three (3) members (other than nominees).
- d. Election of nominees for Officer and Director at Large shall be by majority vote of the members present in person or via the chosen online platform, or submitted by email within three (3) days.
- e. In the event of a vacancy in the office of President, the Vice-President shall immediately assume the office of President and shall serve that office for the remainder of the term, which would end on December 31st of any given year. An election would be called at the next regular meeting to nominate and elect a successor to the then vacated office of Vice-President. In the event of a vacancy of any other office, before his/her term expires, an election shall be called at the next regular meeting to nominate and elect a successor.

f. In the event of a vacancy of a Director at Large, before his/her term expires, a successor shall be appointed by the remaining Board of Directors to carry out the remainder of that term.

ARTICLE IX

1) Any officer or Director of the Club may be recalled by a majority vote of members present in person or via the chosen online platform, or submitted by email within three (3) days

2) It is the responsibility of any Officer or Director to resign from his/her position if he/she is unable to fulfill the duties of the office. Should it become apparent to the Board that any Officer or Director is unable or unwilling to fulfill the duties of the office the Board shall then request the Officer or Director resign, or be recommended for recall. The request for resignation must be approved by a majority vote of the Board members present in person or via the chosen online platform, or submitted by email within three (3) days.

ARTICLE X

1) Amendments

a. These By-laws may be amended by a motion to so amend, duly seconded and approved by a majority vote of members present in person or via the chosen online platform, or submitted by email within three (3) days. Such a motion to amend the By-laws must be presented to the Club at a regular membership meeting prior to that in which the vote is taken.

b. A proposal to amend the By-laws will be provided in the Meeting Minutes and sent via email to all members, and voted on at the next meeting by members present in person or via the chosen online platform, or submitted by email within three (3) days.

ARTICLE XI

1) Committees

a. Committees shall be appointed and established by the Board who shall approve a committee chairman as recommended by the committee.

b. The Board shall determine the duties of the committee.

c. All members are eligible to serve on a committee.