

Bylaws of Traverski Club, Inc.

Article I – Identification

- A) **Name**: Traverski Club, Incorporated, of Rochester, Minnesota (hereafter referred to as “The Club”).
- B) **Charter**: The Club is incorporated in the state of Minnesota as a non-profit corporation. Charter date is October 13, 1972.
- C) **Affiliation**: The Club is affiliated with the Minnesota Ski Council (MSC) and will maintain membership in that organization. Membership dues to MSC will be paid from The Club's treasury.
- D) **Purpose**: The purpose of The Club is to promote enjoyable activities for its members, primarily skiing, but also other sports activities, social functions, fellowship, and any other activities deemed appropriate by the Executive Board.

Article II – Membership

- A) Membership shall be open to responsible adults of legal age as determined by the State of Minnesota.
- B) Regular membership shall be from October 1 to September 30. Summer membership will be from May 1 to September 30.
- C) Dues are determined by the Executive Board each year.
- D) Regular and summer memberships are entitled to all club privileges, including the right to vote.
- E) The Executive Board may convey honorary memberships to persons who perform outstanding service to The Club. honorary memberships are valid from the time of conveyance to the following September 30, are exempt from paying dues, and entitled to all club privileges, except the right to vote.
- F) The membership of any member may be revoked by the Executive Board for a member's unbecoming conduct or violation of Club policies. Such a member will be given the opportunity to be heard by the Executive Board before final judgment is made.

Article III – Club Operation

- A) Bylaws of The Club will be general in nature, to establish basic guidelines for The Club, and allow the Executive Board to function on a daily basis without having to require a vote from the membership on routine matters.
- B) Amendments to Bylaws: Proposed amendments to the bylaws will be submitted in writing to the Executive Board, and must be signed by 15 members who support the amendments. The Executive Board will then publish the proposed amendments in the next newsletter. Approval of the proposed amendments by the Executive Board is not required. The membership will vote on the proposals at the next regular meeting following the publication. A two-thirds majority of the voting quorum is required for approval and adoption of the amendments.
- C) Voting Quorum: At all regular meetings, a minimum of twenty-five percent of The Club's total membership at that time, plus two members of the Executive Board will constitute a quorum.
- D) Operations Manual: The Executive Board will maintain an Operations Manual containing detailed information on:
 - 1. Responsibilities and duties for members of the Executive Board;
 - 2. Club policies; and
 - 3. Procedures for the efficient operation of The Club.
 - 4. Revisions to the Operations Manual are made with the approval of a majority of the Executive Board.

Article IV – Executive Board

- A) Voting members of the Executive Board are:
 - President
 - Vice President
 - Secretary
 - Treasurer
 - Social Chairperson
 - Membership Chairperson
- B) All past presidents may serve on the Past Presidents Advisory Board. The primary purpose of this group is to provide advice to the Executive Board. This group will also serve as a system of “checks and balances” for the Executive Board, if needed. The Past Presidents (who are current members) may vote on issues they feel are not in the best interests of the membership or purpose of The Club; one vote per Past President attending that particular Executive Board meeting. The total number of votes cast by the Past Presidents Advisory Council will be one less than the number of executive Board members present. The Advisory Board should have at least one member present at each board meeting.

- C) Responsibilities and duties of each member of the Executive Board are outlined in the Operations manual and include all requirements of the MSC. Responsibilities of the Executive Board as a group are to operate The Club in a professional manner to achieve the purposes of The Club, including the planning and execution of activities, collection and disbursement of funds, and publication of the newsletter.
- D) An elected member of the Executive Board who misses three consecutive board meetings may be removed from office by a unanimous vote of the remaining board members.
- E) A vacancy in the office of President will be filled by the Vice President. All other vacancies will be filled by appointment of the President with the approval of the Executive Board.
- F) Term of office for all members of the Executive Board will be from May 1 through April 30. However, the newly elected Executive Board may take office prior to May 1, with the mutual consent of the outgoing and incoming members of the Executive Board.

Article V – Committees & Appointments

The formation of committees and appointments of individuals to perform functions of The Club may be made by the President to fulfill any need consistent with the purposes of The Club.

Article VI – Elections

- A) Elections for members of the Executive Board will be held each year between March 1 and April 30. The time and place for the election meeting and nomination will be determined by the Executive Board and all members will be notified through the newsletter. The nomination meeting will be at least two weeks prior to the election.
- B) Nominations may be submitted in writing to the Secretary, or made from the floor at the nomination meeting.
- C) Voting
 1. voting will be done by secret ballot. The candidate receiving the most votes for each office is elected to that office.
 2. Each regular member, as of the date of the election, is entitled to cast one vote for each office.
 3. If a member is unable to attend the election meeting, an absentee ballot may be requested from the Secretary following the nomination meeting. The completed ballot must be received by the Secretary no later than the time of the election.
 4. The total ballots, including absentee and those present at the meeting, must constitute a voting quorum for the election to be official.

Article VII – General

- A) Compensation: Member of The Club may be reimbursed for legitimate expenses associated with the operation of The Club and its activities, provided such expenses had prior approval from the Executive Board. Under no circumstances will compensation be made to any member with jeopardizes The Club's non-profit status.
- B) Fiscal Year: The fiscal year of The Club is from May 1 to April 30.
- C) The financial records of The Club will be reviewed each year by one or more members on the Executive Board at the close of the fiscal year. The results and a financial report will be published in the newsletter.