

Blue Mountain Jeep® Alliance By-Laws

Article 1 – Name

The name of the organization will be Blue Mountain Jeep® Alliance, also known as BMJA (herein referred to as the “club”).

Mailing address: OLD > PO Box 40, Temple PA 19560
NEW > P0 box 568, Wilkes-Barre, PA 18703-0568

Article 2 – Purpose

The club is organized as a non-profit 501[C][7] Corporation for the purpose of:

- A. Promoting interest in and providing education in organized off-roading, as well as the safe and responsible use of off-highway vehicles.
- B. Providing social, educational and recreational activities for its membership.
- C. Promoting and participating in civic activities for the betterment of the club and community.

Article 3 – Membership

Members must own a four-wheel-drive Jeep® based vehicle

- A. Members must be at least eighteen years of age.
- B. Members must have a valid driver’s license and vehicle insurance to participate in driving events.
- C. Membership due must be paid in full when membership application is accepted.
- D. Any member disgracing himself / herself in the public eye while representing the club, demonstrates behaviors that interferes with club business can be subject to expulsion from the club, subject to a decision of two-thirds 2/3 vote by the board.
- E. Membership runs from January 1 to December 31.
- F. Lifetime membership may be granted by a two-thirds 2/3 vote by the board, with no more than one lifetime membership granted annually.
- G. Members are required to notify the Secretary of any email, address or telephone number change within (60) days of the change.

Article 4 – Club Meetings

- A. Membership meetings will be held on the first Thursday of every month. The meeting location will be available on the website two (2) weeks prior to each meeting.
- B. An annual meeting will be held the first Thursday of December each year. The meeting location will be available on the website two (2) weeks prior to the meeting.

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- C. All club members are welcome to attend the Board meetings at any time and are encouraged to do so. Members must submit club business issues / items for consideration in writing (or email) to the President. If approved by the President, the items will be added to the agenda and be addressed at the next Board meeting. The President can call an “executive session” after the meeting that only the Officers / Trustees can attend.

Article 5 – Officers and Trustees

- A. The Board of Directors will consist of Officers and Trustees of the club.
- B. Officers of the club will consist of a President, Vice-President, Secretary and Treasurer.
- C. The most recent past President will be an ad-hoc member of the Board, with no voting privileges unless voted in as a Trustee.
- D. There will be thirteen Trustees of the club.
- E. Officers / Trustees must attend a minimum of nine (9) Board meetings and be active in club activities throughout his / her term. If the nine (9) meetings are not made, or there is a lack of interest in the betterment of the club, an Officer or Trustee may be asked to resign. If the Officer or Trustee refused to resign, the decision will be made by the Board, with a two-thirds 2/3 vote forcing the resignation.
- F. For any Officer or Trustee position that is vacated before completion of the term:
 - 1. An Officer position will be filled after a two-thirds 2/3 vote by the Board.
 - 2. A Trustee position will be filled with the member who received the next highest votes at the annual election, known as the alternate.
- G. Terms will run from January 1 to December 31.
- H. Board meetings will be held on the second last Thursday of every month (unless there is a conflict with the date). The meeting location will be available on the website two (2) weeks prior to each meeting.

Article 6 – Duties of Office

- A. President – The President will be the executive officer and preside over all Board and membership meetings and be present at all events when possible. The President will carry out all the policies and decisions made by the Board. The President will only vote in the event of a tie. The President may appoint committees as necessary and nominate Trustees / Officers as chairpersons.
- B. Vice-President – The Vice-President will assist the President and act on his / her behalf in his / her absence. He / she will be the overseer of all the Committees.
- C. Secretary – The Secretary will record all minutes of meetings and take attendance of all Officers / Trustees at Board meetings. The Secretary must maintain club records such as liability waiver forms, membership forms and organization by-laws. He / she will also be

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responsible for the creation and distribution of the club newsletter, forms and sign-up sheets. He / she must also keep an up-to-date membership roster.

- D. Treasurer – The Treasurer will receive all monies and be responsible for bank deposits and disbursement of funds as needed. He / she must also maintain a balanced checkbook, report monthly budget of income and expenses and provide records for inspection by auditors and Officers. The Treasurer must submit a yearly budget for approval by the Board.
- E. Trustees – The Trustees will be committee chairpersons and are responsible for ensuring that all duties at club meetings, activities and event are covered.

Article 7 – Nominations / Elections

- A. Candidates for Board positions must be club members in good standing. Nominations for every Board position may be made from the member population at the November membership meeting, or by email to the President within the announced nomination period.
- B. All Officers / Trustees will be elected by the membership by electronic ballot or by written ballot at the December meeting.
- C. Balloting for each office shall be in separate successive sequence and will be held by secret ballot. All ballots for offices must be counted and checked by three (3) club members who are not nominees or current Officers / Trustees.

Article 8 – Compensation

- A. Officers and Trustees are non-compensated volunteers of the club and do not receive personal compensation for promoting any events, activities or conducting any business for the club.

Article 9 – Expenditures

- A. Any non-budgeted expenditure over \$500.00 must be voted on by the Board and approved by a two-thirds 2/3 vote.
- B. All expenditures necessary or reasonable may be made by the President or a high-ranking Officer in an emergency. Proper documentation and receipts must be handed in to the Treasurer for reimbursement.
- C. Two (2) Officers must sign all checks. The two (2) Officers cannot be members of the same household.

Article 10 – Amendments to the By-Laws

- A. These by-laws may be amended by a two-thirds 2/3 vote of members present at the regularly-scheduled membership meeting provided the amendment has been presented at a previous membership meeting.

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Article 11 – Events

- A. All events will be subject to approval by the Board and will be under the direction of the Board.
- B. All members, including the President, Vice-President, Secretary and Treasurer are under direction of the event leader and appointed assistants from the set time of the beginning of the event to the termination of the event.
- C. All members and guest will abide by these regulations for all events.
- D. All events must be conducted in an orderly manner.
- E. Vehicles may be subject to technical inspection according to the type of event. Any vehicle will be disqualified if found to be mechanically unsafe.
- F. The use of alcohol and illegal drugs is prohibited at all vehicle-based club events.

End of By-Laws

Dated the 6th day of December, 2007