

# Texas Twisters Ski and Adventure Club, Inc.

## A Non-Profit Organization

### ARTICLE I

#### **Name and Logo**

Section 1: The name of the club shall be "Lubbock, Texas Twisters Ski and Adventure Club, Incorporated".

Section 2: The club shall have a logo, which shall be a tornado on skis wearing a large cowboy hat with the words "Texas Twisters Ski and Adventure Club".

Section 3. The club shall have a newsletter, which shall be called "Twister Tales".

### ARTICLE II

#### **Club Purpose**

Section 1: The purpose of the club shall be to promote snow skiing, adventure trips and other social activities all throughout the year, as a non-profit organization on a membership basis.

### ARTICLE III

#### **Membership**

Section 1: Membership in the club is required in order to participate in organized club sports activities and formal trips.

Section 2: Membership is open to any person who is interested in and engages in recreational sports, principally snow skiing.

### ARTICLE IV

#### **Dues**

Section 1: Annual membership dues are to be determined by the Board of Directors.

Section 2: Annual membership dues are in effect during the club fiscal year, beginning October 1 and ending September 30.

### ARTICLE V

#### **Meetings**

Section 1: General membership meetings shall be held the second Monday of every month.

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- A. In the event the meeting cannot take place at this time, the Board of Directors will have the power to determine the change of date and/or location.
- B. The general condition of the club will be reported to the general membership at each meeting by the appropriate officers.

## **ARTICLE V**

### **Meetings (cont.)**

Section 2: The usual parliamentary rules as laid down in ROBERT'S RULES OF ORDER shall govern all deliberations when not in conflict with these by-laws.

## **ARTICLE VI**

### **Board of Directors**

Section 1: The government of this club and management of its affairs shall be vested in a Board of Directors consisting of up to eleven members.

Section 2: There must be a quorum (six board members) to conduct the business of the club.

Section 3: The chapter members of the Texas Twisters Ski and Adventure Club Inc. shall remain as board members until June 30, 1985.

Section 4: Nominations for the new board shall be received from the general membership and shall be voted upon by the general membership.

- A. Nominations shall be received at the March General meeting.
- B. New Board members shall be announced at the April General Meeting.
- C. Nominations shall be accepted from the floor of the Board of Directors meeting and confirmed by a majority vote.

Section 5: In the event a board member is unable to complete the term, the Board shall elect to the Board of Directors by majority vote, a member from the general membership. Upon formal resignation, nominations from the floor at the next General membership meeting will be taken. The Board of Directors will vote at their next meeting.

Section 6: Any board member can be removed from the Board of Directors for ineffective performance of assigned club duties/assignments or for excessive absences from the monthly General membership and Board of Directors meetings.

- A. A two-thirds vote by the other board members present will remove a board member believed to be ineffectively performing their club duties/assignments. The board member will first be informed of the ineffective performance. If

corrective action is not taken within a reasonable amount of time, the Board of directors will vote on the removal of said board member.

- B. In order to effectively conduct business of the club, all board members need to attend all General membership and Board of Directors meetings. Once the maximum number of absences (see Chart 1 below) have been reached, the board member is automatically removed from the Board of Directors.

### **Chart 1**

#### **Maximum Number of Absences**

<b>Type of Meeting</b>	<b># of Consecutive Mtgs</b>	<b>Mtgs/Yr.</b>
General Mtg	<b>Three (3)</b>	<b>33%</b>
Board of Directors	<b>Three (3)</b>	<b>33%</b>

- a. Failure to attend a meeting for any reason will be considered an absence. Once a board member is within one (1) absence of the maximum number, the board member will be considered on probation and should make an individual effort to correct the situation.
- b. The year is equal to the club's fiscal year. Should a club member become a board member fiscal year meetings.
- c. In the event that a board member realizes their possibility of removal, the board member can appeal the removal from the Board of Directors. The following steps must be followed:
  1. Submit in writing, an appeal to remain on the Board of Directors. Advance notice of inability to attend meetings is encouraged, appreciated and will be considered more favorably. See Chart Two (2) for the criteria that must be included in the written appeal.
  2. For advance appeals, the appealing board member must present to each board member, copies of the written appeal, two (2) board meetings prior to the absences as soon as member, copies of the written appeal, one week in advance of the next regular Board of Directors meeting.
  3. The appealing board member will be dismissed from the meeting and will be notified by the President the result of the board members vote. A 2/3 (two-thirds) vote of the board members present will be necessary to retain/reinstate the appealing board member.

### **Chart 2**

#### **Written Appeal**

	<b>Advanced Appeal</b>	<b>Post Appeal</b>
<b>I. General Plea</b>	A. Why do you want to be on the Board of Directors?	A. Why do you want to be on the Board of Directors?

	A. Why do you believe you should be allowed to remain on the Board of Directors?	A. Why do you believe you should be re-appointed to the Board of Directors?
<b>I. Facts</b>	A. Reason for leave.	A. Justification for each absence
	A. Duration of leave.	B Exact dates of meetings missed.
	A. Quantity and quality of contributions to the B.O.D.	C. Quantity and quality of contributions to the B.O.D.
	A. Duration of membership in club and B.O.D.	B. Duration of Membership in Club and B.O.D.
	A. Request for verbal appeal (Optional)	E Request for verbal appeal (Optional)

\*The verbal appeal will be presented the same night as the written appeal.

#### Section 10: Board Member expense reimbursement.

- A. With prior approval of two-thirds (2/3) of the Board of Directors, board members may be reimbursed for any expenses in excess of one hundred dollars (\$100) which may be presented as an annual budget for each Board member incurred during the execution of the duties on behalf of the Texas Twisters Ski and Adventure Club Inc. Unplanned expenses of less than one hundred dollars shall require prior verbal approval from three (3) Board members. All reimbursements will require proper documentation before checks will be issued.

### ARTICLE VII Officers

Section 1: The elective officers of the club shall be a President, Vice President of Membership, Vice President of Trips, Secretary and Treasurer.

- A. The term of office shall be April 16 to April 15, the club's Fiscal Year.
- B. The President shall not hold the office for two (2) consecutive years.

Section 2: Any officer can be removed from office by a two-thirds (2/3) vote of the entire Board of Directors.

Section 3: Office vacancies shall be filled by the Board of Directors and confirmed by a majority vote of the Board of Directors.

- A. Should the unexpired portion of the term of office be six months or less, the individual will be eligible to run for a full term the following year in the same office.

#### Section 4: President

- A. The President shall preside at all business meetings of the club, the Board of Directors and all specially called meetings. He shall appoint with advice and consent of the Board of Directors, the chairperson of all committees. The President shall be an ex-officio member of all committees and shall be notified of their meetings.
- B. Should the office President become vacant, the Vice President of Trips shall assume the Presidency and occupy said office until such time as the President's term would normally end.

#### Section 5: Vice President of Membership

- A. The Vice President of Membership will assist any other office in performing their duties when necessary.
- B. The Vice President of Membership shall be head of the membership committee and be responsible for all duties thereof.
- C. The Vice President of Membership will be responsible for the membership table at the General Meetings.

#### Section 6. Vice President of Trips

- A. The Vice President of Trips (VPT) shall preside at all meetings of the club in the absence of the President.
- B. The VPT will assist the President in performing the functions of the President.
- C. The Vice President of Trips (VPT) shall coordinate the trips with the Trip Directors.
- D. The VPT shall provide training for all trip Leaders and compile all pertinent data about the trip in a trip kit. This kit will contain all necessary forms, instructions and material to run the trip.
- E. The VPT will meet with the trip leaders and assist with their presentation of proposed trips to the general membership. The VPT shall also assist trip leaders with promotional tables at all general meetings.
- F. The VPT shall review trip accounting reports with the tripler and then present them to the Board of Directors.
- G. The VPT shall assist the trip leaders in arranging the pre-trip and post-trip parties.
- H. The VPT shall have previous trip leader] experience (TSC Trips preferred).

#### Section 7: Secretary

- A. The Secretary shall coordinate with the Webmaster and give notice of and attend all meetings of the club to keep a record of all proceedings, to attest documents and perform other such duties as are usual of such officials or as may be assigned to such officials.

- B. The Secretary shall work with the Webmaster to have the prior month's Monthly General Meeting Minutes published and posted to the club's website before the next scheduled General meeting.
- C. The Secretary shall coordinate with the Webmaster, the club's calendar of activities and distribute at Board and General Meetings.

#### Section 8: Treasurer

- A. The Treasurer shall have charge and custody of and be responsible for all funds and securities of the club.
- B. The Treasurer shall receive and give receipts for moneys due and payable to the club from any source whatsoever, and deposit all such moneys in the name of the club in such banks, trust companies or other depositories as shall be selected in accordance with the provisions of these by-laws.
- C. The Treasurer shall prepare at least quarterly, detailed financial statements of the club for review by the Board of Directors.
- D. The Treasurer shall provide an accountant with the necessary material information to file tax and related forms.

### ARTICLE VIII Committees

Section 1: As needs are defined the Board of Directors shall establish committees and appoint chairpersons to the committees.

Section 2: The duration of the committees and of chairpersons shall be determined by the Board of Directors.

Section 3: The chairperson of a committee shall be a Board of Directors member. Membership of the committee shall consist of the general membership at large.

Section 4: The social committee shall be responsible for coordinating all social activities that the club may plan and any related activities.

Section 5: The membership committee shall be responsible for encouraging club membership, coordinating membership drives, maintaining a current membership roster, overseeing printing of mailing labels for the newsletter and any related activities.

Section 6: The newsletter committee chaired by the Webmaster shall be responsible for collecting articles and arranging such articles for publication in the monthly newsletter as relates to club news and from trip leaders for trip information.

Section 7: The phone committee shall be responsible for contacting club members by phone regarding club activities such as general membership meetings, special activities or events and other related club events.

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Section 8: Other committees shall be established as deemed necessary by the Board of Directors.

Section 9: Committees can be disbanded as and when deemed necessary by the Board of Directors.

## **ARTICLE IX**

### **Checks and Drafts**

Section 1: All checks, drafts or other orders for payment of money, notes or other evidences of indebtedness issued in the name of the club shall be signed by the Treasurer and co-signed by one of the following four officers:

President, Vice President of Membership, Vice President of Trips or Secretary.

## **ARTICLE X**

### **Amendment of By-Laws**

Section 1: The Board of Directors of club may, from time to time, amend, alter, repeal or add to the by-laws of the club by the affirmative vote of the majority of the Board of Directors.

Original -July 1983

Revised - June 1984

Revised - July 1984

Revised - June 1985

Revised - June 1986

Revised - July 1989

Revised - April 1992

Revised - May 1993

Revised - Sept 2011

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