



# HIGH DESERT OFF-ROAD

## High Desert Off-Road

Bylaws

### Section #1

#### A. General

The club name shall be **HIGH DESERT OFF-ROAD**

#### B. Purpose and Goals

1. To provide a structured and organized four-wheeling experience that can be safely enjoyed by the whole family.
2. To share and explore backcountry trails, remote areas of Idaho and beyond.
3. An opportunity to meet like-minded people and make new friends who can pull you out when you get stuck.
4. A chance to learn "how-to advice" from experienced off-roaders in a safe and effective manner (including driving techniques, safe trail etiquette, safe vehicle recovery, and vehicle repairs).
5. To have fun as an organization and demonstrate responsible off-road activities.

### Section #2

#### A. Membership

1. A 'potential member' is one who contacts a club officer either through another club member or directly and requests to be considered for membership.
2. All Prospects/Members must be at least eighteen (18) years of age.
3. Prospects must participate in one (1) club run in his/her own vehicle and attends two (2) club meetings during the 4-months prior to being voted in as a club member. Pre-run meetings count as a meeting as long as the prospect is announced. At the first meeting, prospects will be announced by their sponsor. After the prospect participates in at least one (1) trail event, they can be voted in at the next club meeting. Potential members may participate in trail events as a guest until they are announced as potential members.
4. Membership approval shall be granted by a two-thirds (2/3's) vote of the attending members.
6. After being voted in, the new member must pay any unpaid membership dues within thirty (30) days.

7. New members will be required to undergo a vehicle technical inspection prior to their first club run or at the beginning of the run by the Trail Boss.

8. All members should make every effort to attend scheduled meetings and trail events hosted by High Desert Off-Road.

9. All members should make every effort to participate in an annual technical inspection. The trail boss can also perform the technical inspection prior to a trail run in lieu of the annual technical inspection.

10. Any member disgracing the club will be subject to dismissal. The general membership will be advised of the reason for dismissal. A two-thirds (2/3's) vote from the members present at a scheduled or special meeting will constitute dismissal. If a special meeting is required for dismissal reasons, members will be advised beforehand.

11. Severe violations (outlined below) will result in immediate, on-the-spot dismissal.

- Recklessness, not following the directions of the trail boss on proper safety issues.
- Falsification of information furnished upon application for membership
- Failure to pay dues as set forth in Section B.
- Any action that reflects adversely on the club
- Violation of rules set up for the club
- Driving under the influence of alcohol or drugs during a club event.

12. All stickers, club logos, and insignias referring to HIGH DESERT OFF-ROAD are the sole property of HIGH DESERT OFF-ROAD and will be removed from vehicle upon termination of membership.

13. Membership meetings shall be held once a month, date, time and place at the discretion of the membership. Special meetings may be called ½ hour prior to the regular meeting for any designated purpose. Board meetings will be at the call of the President.

## **B. Dues**

Dues will be \$20.00 for all individual and/or family memberships per year payable at next scheduled club meeting following new member vote-in.

Dues shall include the following:

- 1 year membership in HIGH DESERT OFF-ROAD.
- Full admission to all club runs and events.
- Membership package.

Annual membership dues of \$20.00 are due at the conclusion of the January club meeting. Dues not paid by the end of the April will be subject to a \$10 re-initiation fee as well as a 2/3 majority vote for re-instatement by the members present. If you are not a current state association member those dues are due in addition to the HDOR annual dues.

## **C. Board of Directors**

Officer Positions

- President
- Vice President
- Secretary
- Treasurer

Officer Duties

#### President

- Shall preside at all regular meetings.
- Officially represents the club.
- Serve as chairman of the Board of Directors.
- Shall have power to form special committees.
- Shall be an ex-officio member in all standing committees.
- Responsible for annual report.
- Responsible for publicity: flyers, posters, etc.

#### Vice President

- Shall preside at club meetings when the President is unable to attend.
- Shall perform all duties delegated to him by the President.
- Shall coordinate all special committees.
- Shall be responsible for promoting membership and hosting guests.
- Shall maintain a file on all applications as well as current membership rosters and prospective members.
- Review all applications and verify them.
- Shall maintain a mailing list of all club members.
- Handle and distribute "membership kit" upon acceptance.

#### Secretary

- Shall be responsible for the tending and maintenance of minutes for all regular meetings.
- Shall maintain custody of the by-laws of the club.
- Maintain club history both written and photo.

#### Treasurer

- Keep account of and be responsible for the club funds.
- Be responsible for the collection of all fees and dues.
- Have charge of any and all monetary transactions within a \$50 limit. The Board of Directors must clear expenditures in excess of that amount before such a purchase.
- All checks drawn upon the funds of the club shall require two signatures and be signed by the President or Vice President and the Treasurer.
- He shall make a financial report to the general membership at each business meeting and prepare a semi-annual report of the finances of the club. This semi-annual report shall include the receipts and disbursements of the previous 6 months, as well as an annual report of all financial transactions during the calendar year to be submitted at our regular meeting in January.

#### Election of Officers

- In order to be eligible for election to the Board of Directors the nominee must be a Current Member in Good standing.
- Each Family Membership may hold only one position on the Board.
- Nominations and election of officers shall take place during the business meeting held in March. The incoming officers' term shall commence with the March business meeting.
- Method of Elections:
  - Elections by secret ballot.
  - A majority vote is required for election of 2/3 of the members present at the meeting. If there are three or more candidates and a majority is not received, a runoff will be held between the two candidates with the most votes.
  - Terms of office shall be one year.
  - A special election shall be called to fill any office for the remaining term, vacated through resignation, dismissal, or through failure of the officer to fulfill the duties of his office.

#### Board of Directors Meetings

- The Board of Directors shall meet to discuss such business as is deemed necessary at least once each 6 months.
- The Board of Directors may meet more often as determined by the Board of Directors or by a majority of the Regular Members at a regular business meeting

#### Club Council

The Club shall utilize a standing Council to aid the President and fellow Officers in the management of the Club for the benefit of the members.

- The elected President or his assignee, as necessary, shall appoint the Club Council Members. Terms are typically one year, renewable by the President.
- Suggested Council positions include, but are not limited to:
  - Membership
  - Events Management
  - Education
  - Land Use
  - Public Relations
  - Website Management
  - Trail Run Coordinator
  - Safety Officer
  - Governance
    - Council Members serve the Officers of the Club and do not have a formal vote.
    - Council Members have a standing invitation to participate in the Board of Directors meetings as active members.

## Section #3

### A. Trail rules and guidelines

- The Trail boss is in charge at all times and will always be the first vehicle on the trail.
- The Tail Gunner will bring up the rear and be the last vehicle to leave the trail.
- Stay on designated trails whenever possible.
- Respect private property at all times.
- Do not spook or disturb livestock.
- Leave all gates as they are found.
- Keep the vehicle behind you in sight at all times.
- Do not tailgate the vehicle in front of you.
- Only one vehicle on an obstacle at a time.
- Pack it in; pack it out (plus some).
- Do not disturb historic sites.
- Yield to mountain bikes and pedestrians.
- No discharging of firearms at any club related function; this is a 4x4 club not a gun club. Sanctioned Special Club events may authorize the use of fire arms as part of the event.
- Absolutely no alcohol before or during club runs.
- No driver shall be encouraged or pressured to attempt something that could potentially endanger themselves, others, or their vehicle.
- No driver will be allowed to participate in club run or activity without first signing the club waiver/release form.
- Members are solely responsible for their families, guests, and pets at all times during club runs, events, meetings, and other club related functions.
- Be on time. Inspections must be completed and waiver forms must be signed prior to departure. The faster we complete these tasks, the sooner we hit the trail.
- Drivers under the age of eighteen (18) must have a valid drivers license and be under the direct supervision of a parent or legal guardian, that is an active club members, at all HIGH DESERT OFF-ROAD events.

- Never, for any reason, stray away from the rest of the club during a club run. From the time we meet at the trailhead until we air up and unlock our hubs, we travel as a club.

## Section #4

### A. Vehicle equipment

#### **CLUB VEHICLE INSPECTION FORM**

The club requires that all vehicles on all runs carry the following equipment. The Safety Officer shall perform a technical inspection of all non-members' vehicles prior to each run. Failure to carry some items will result in exclusion from the trail event. The Safety Officer will determine if a vehicle is properly equipped to participate in the event based on the trail conditions. The following equipment is required:

- Valid Drivers License. (All)
- Minimum Liability Insurance. (All)
- Tow straps, ropes, chains or a winch. (Members)
- Secure anchor points front and rear. (All)
- Safety belts or harnesses for each person in the vehicle. (All)
- Full size spare tire with correct size lug nut wrench. (All)
- A functional jack capable of lifting your vehicle. (Members)
- Citizens band (cb) radio (functioning). (Members)
- Headlights, taillights, and brake lights. (All)
- First aid kit and/or supplies.
- Fire Extinguisher (charged)

The following equipment is recommended by the club for drivers to carry in their vehicles at there discretion.

- Duct tape and/or electrical tape.
- Tie wraps and/or bailing wire.
- Assorted spare fuses.
- Tire repair kit and/or fix-a-flat.
- Extra fluids.
- Basic hand tools w/hammer.
- Flashlight or other form of light.
- Jumper cables.
- Spare parts (stuff commonly broken on your rig).
- 4 foot or longer shovel and/or multi-purpose shovel.
- Emergency road flares.
- Pair of leather gloves.

## Section #5

### A. Changes or Amendments to the By-Laws

#### **CHANGES OR AMENDMENTS TO BY-LAWS**

- Any voting member in good standing shall present proposed changes/amendments to the Club Bylaws in writing to Members at regularly scheduled Member Meetings.
- Bylaws will be published for a minimum of 30 days prior to a vote, except where deemed by the Officers to be an emergency change.
- A two-thirds majority vote of the membership present at the regular monthly meeting is required for the motion to pass.

## Section #6

### A. Club disclaimer

*HIGH DESERT OFF-ROAD will not assume responsibility for personal or property damage sustained on or in conjunction with club runs or events. You are responsible and will be held accountable for your actions resulting in personal or property damage. Each member will be responsible for doing his/her part in helping High Desert Off-Road become a respected off-road organization with a reputation for having fun and being responsible.*