

# ***Ibex Ski Club Constitution***

## **ARTICLE I – Purpose**

The purpose of the Ibex Ski Club, hereafter referred to as the Club, is to encourage the participation in snow skiing, snowboarding and other social activities approved by the Club through its governing bodies.

## **ARTICLE II – Governing Body Structure**

The governing bodies shall be; (a) the Executive Board, which is responsible for day-to-day operation of the Club and (b) the Board of Directors, which is responsible for oversight and providing year-to-year continuity of governance for the Club.

## **ARTICLE III – Officers, Duties and Term of Office of the Executive Board**

### **Section 1: Duties**

- A. Plans and executes all skiing, snowboarding and social activities.
- B. May create or eliminate appointed position(s) to meet operating requirements that are beyond the scope of elected officers and will establish a Policy describing the duties, responsibilities and accountabilities of any appointed position(s) and remove any policies for appointed positions that are eliminated.

### **Section 2: Composition**

- A. Comprised of members elected from the general membership and shall have the following Officers;
  - a) President
  - b) First Vice-President - Trips
  - c) Second Vice-President – Membership
  - d) Third Vice-President – Activities
  - e) Treasurer
  - f) Secretary

### **Section 3: Term of Office**

- A. The President, the Second Vice-President (Membership), Third Vice-President (Activities), Treasurer and Secretary shall serve one year.
- B. First Vice-President (Trips) shall serve two years.
- C. Any elected official may run for office.

### **Section 4: Duties of the President**

- A. Responsible for the successful execution of all Club skiing, snowboarding and social activities through the Officers of the Executive Board.
- B. Responsible for issuing an annual operating budget within 45 days of the beginning of each fiscal year that shall begin May 1.
- C. Presides at all meetings of the general membership and the Executive Board.
- D. Authorized signature on the Club checking and savings accounts.

### **Section 5: Duties of the First Vice-President (Trips)**

- A. Responsible for the research, planning, pricing, marketing, execution, and profitability of all ski trips.
- B. Responsible for recruiting, selecting and training of trip leaders.
- C. Appoint an assistant.
- D. Presides at General Meetings in the absence of the President.
- E. Authorized signature on the Club checking account.

### **Section 6: Duties of the Second Vice-President (Membership)**

- A. Responsible for collection of dues.
- B. Maintains Club membership files.
- C. Responsible for planning and execution of all member recruitment and retention activities.
- D. Appoint an assistant.
- E. Presides at General Meetings in the absence of the President and the First Vice-President.

### **Section 7: Duties of the Third Vice-President (Activities)**

- A. Responsible for the research, planning, pricing, marketing, execution and profitability of all social activities.
- B. Will assure that all equipment used in social activities is maintained and accounted for.
- C. Appoint an assistant.

### **Section 8: Duties of the Treasurer**

- A. Will maintain the Club checking and savings accounts.
- B. Will assure timely deposit of all monies received.
- C. Issue checks to service providers and Club members for expenses incurred in performing duties for the Club according to Policy.
- D. Will prepare quarterly reports on the financial status of the Club for distribution to the Executive Board, the Board of Directors and to the General Body upon request.
- E. Is an authorized signatory on the Club checking and savings accounts.
- F. Appoint an assistant.

### **Section 9: Duties of the Secretary**

- A. Will record minutes at all Executive Board and General Meetings and maintain a file of said minutes.
- B. Responsible for the publication of the Club newsletter.
- C. Appoint an assistant.

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## **ARTICLE IV – Executive Board Election Procedures**

### **Section 1: Qualifications for Executive Board Officer**

- A. Must be an active member of the Club.
- B. Each candidate for President must be an active member for a minimum of two years.

### **Section 2: Elections**

- A. Nominations will be held during the two General meetings prior to the election.
- B. Nominations will be taken from the floor at the general meeting.
- C. Elections will be held the first meeting in April.
- D. Officers shall be elected by the majority of members who vote an official ballot.

### **Section 3: Vacancies**

- A. Vacancies on the Executive Board will be filled by appointment by the Board of Directors. All such appointments shall require a 2/3 majority of the entire Board of Directors.

## **ARTICLE V – Club Membership**

### **Section 1: Qualifications**

- A. Minimum age for general membership is 21 years.
- B. An individual's Membership can be revoked and dues refunded if a member proves to be unworthy of membership. Revocation of Membership shall require a 2/3 majority of the entire Executive Board and Board of Directors.

### **Section 2: Dues**

- A. Dues shall be set annually by the Executive Board.

### **Section 3: Duties and Privileges of Members**

- A. Will receive a copy of the newsletter.
- B. Receive preference over non-members for reservations when an activity allows non-members to participate.
- C. Will have a vote in each matter submitted to the general membership.

## **ARTICLE VI - Liabilities**

### **Section 1: Liabilities**

- A. The Club and its officers shall not be held personally responsible for accidents incurred, personal injury, property damaged, or property stolen before, during, or after an activity.

## **ARTICLE VII – Trip Procedure**

### **Section 1: Trip Policy**

- A. The Executive Board shall execute the Trip Policy. See Trip Policy for details.

## **ARTICLE VIII – Amendments to the Constitution**

### **Section 1: Procedure**

- A. Proposed amendment or Constitution rewrite is presented in writing for discussion at the Board of Directors meeting.
- B. The Board of Directors will approve, alter or rejected the amendment or rewritten Constitution.
- C. If altered or approved, the proposed amendment or Constitution will be brought before the general membership for ratification or rejection.
- D. Amendments must be approved by a 2/3 majority of the members who vote by official ballot.

## **ARTICLE IX – Voting Procedure**

### **Section 1: The meeting of the General Membership**

- A. All proposals must be brought before the general membership in the form of a motion, to be seconded, discussed and ratified by a majority of the members present.

### **Section 2: The Executive Board**

- A. Only elected officers shall vote and, in their absence, their assistants may vote; a majority of voting officers constitutes a quorum and a decision is reached by a simple majority of the quorum.
- B. In the event of a tie vote, the President's vote shall decide the issue.
- C. The President or a Board of Directors designee in the absence of the President shall preside over all voting conducted by the Executive Board.

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## **ARTICLE X – Special Groups**

### **Section 1: Responsibility**

- A. If, at any time, a group within the Club has a specialized interest, the Executive Board shall be responsible for the particular group insofar as seeing the groups activities will not conflict with the Club interest in any way; such groups must obtain permission to use the Club name.

### **Section 2: Conflicts**

- A. Any member organizing and running any competing trip, activity or event that conflicts with a Club activity, who promotes and solicits other members may have their membership revoked by a 2/3 majority vote of the entire Executive Board and Board of Directors.

## **ARTICLE XI – Officers, Duties and Term of office for the Board of Directors**

### **Section 1: Purpose**

- A. To carry out legal responsibilities to function as a not-for-profit organization.
- B. Assist the Executive Board and provide continuity of leadership over multiple years.

### **Section 2: Duties of the Board of Directors**

- A. Review, interpret, and uphold the Constitution.
- B. Establish, modify or eliminate Policies that support the purpose of the Club. All new Policies, Policy modifications, Policy deletions, Policy reaffirmation's shall require a 2/3 majority of the entire Board.
- C. All Policies will be reviewed and reaffirmed every 3 years.
- D. The Board shall convene for: A) a joint meeting with the Executive Board at the beginning of its term of office, B) at ski trip selection time and C) additional meetings as necessary to carry out the responsibilities of the Board.
- E. Will be responsible for reviewing the ski trip plan and may review other activities developed by the Executive Board and may veto any trip or activity upon a 3/4 majority of the members of the entire Board.
- F. The Chairman of the Board will assure that there is an audit of the Club financial records at the end of each fiscal year and that appropriate tax documents are filed.
- G. The Board shall elect its own Chairman and additional officers, as it deems necessary for a one-year term. The current Executive Board President shall not be eligible to serve as Chairman.
- H. Interview and recommend candidates for office.
- I. May create or eliminate appointed position(s) to meet operating requirements that are beyond the scope of elected officers described in this Constitution and will establish a Policy describing the duties, responsibilities and accountabilities of any appointed position(s) and remove any policies for appointed positions that are eliminated.
- J. Upon a 3/4 majority vote of the entire Board, may terminate a member of the Executive Board for non-performance of their duties.

### **Section 3: Qualifications**

- A. A Club member for the preceding 24 months will be eligible for election to the Board.
- B. All Board members must be current members in good standing.
- C. The Board may establish additional eligibility requirements, as established by Policy.

### **Section 4: Composition of the Board**

- A. There shall be four Board members elected from the general membership who meet the Board Qualifications. Two persons will be elected each year for a two-year term. Elections for these positions shall coincide with Executive Board elections.
- B. Past Executive Board Presidents meeting the qualifications shall, at their discretion, become Board members.
- C. The President of the Executive Board will be a member of the Board of Directors.
- D. All elected officers of an outgoing Executive Board, other than the President, meeting the Board eligibility requirement shall, at their discretion, become Board members for a one-year term.
- E. No member of the Board of Directors, with the exception of the President, may hold a position on the Executive Board.

### **Section 5: Vacancy**

- A. If a vacancy occurs, the combined Executive Board and Board of Directors, by a simple majority vote, may appoint a qualified Club member to complete the current year of the vacated position.
- B. If a vacancy occurs that causes the number of Board Members to fall below eight, a special election shall be held to fill the vacated position.