

By-Laws of the  
Lisbon Stump Jumpers  
Revised: April 9, 2016

Article I – Name

This organization shall be known as the Lisbon Stump Jumpers. The Lisbon Stump Jumpers, a snowmobile club, shall be a non-profit corporation and shall be registered with the State of New Hampshire.

Article II – Purpose

The purpose of the Lisbon Stump Jumpers shall be to:

- 1) Maintain a system of trails for the use of snowmobiles.
- 2) Promote the sport of snowmobiling,
- 3) Promote good conduct, sportsmanship, safety and conservation practices, and
- 4) Promote and maintain good relations with land owners and governmental agencies.

Article III – Membership

There shall be two (2) categories of membership: Individual Members and Family Members. Any individual eighteen (18) years of age or older shall be eligible for Individual Membership. All members of a family unit, and their immediate dependants, 18 years of age or less, shall be eligible for Family Membership. No member or applicant shall be discriminated against for any reason.

The annual membership period shall be from July 1st through June 30th.

Article IV – Dues

The annual dues for membership shall be set by the Board of Directors. Only members who shall have paid their dues will be entitled to vote at Club meetings, hold Club Offices, and/or serve on Committees.

Article V – Meetings

Regular Meetings of the Lisbon Stump Jumpers shall be held at a day, and time established by the Board of Directors each month from September through April. Special Meetings may be called for at any time by the President, or by the Board of Directors. As many members as possible shall be notified of Special Meetings. The Rules of Parliamentary procedure shall prevail in conducting business during meetings unless in conflict with the By-Laws.

Article VI – Quorum

There shall be at least 6 members in good standing present at regular and special meetings of the Club. Voting is limited to those members who are (1) officers (2) board members (3) or members in good standing for the current and prior years. There shall be at least 5 Officers and /or members of the Board of Directors present at Board of Directors meetings in order to transact business and render decisions on matters at hand.

All voting shall be by simple majority except as required by the By-Laws.

Article VII – Election of Officers

A nominating committee shall be appointed at the regular meeting in February. The nominating committee shall present a slate of officers to the assembly at the regular meeting in March. Nominations shall remain open to

accept nominations from the floor during the March meeting.

Club officers shall be elected by majority vote of members present at the regular Club meeting in April.

#### Article VIII – Officers

The Lisbon Stump Jumpers shall be governed by duly elected officers. The term of office shall run from July 1st through June 30th. Officer positions shall be: President, Vice-President, Trail Administrator, Trail Master, Secretary, and Treasurer. Officers are expected to attend to the duties of their office and to attend Club meetings. If an officer is unable to attend a meeting or official duty, an alternate officer may be asked to take their place in a temporary capacity. If an officer is unable to fulfill the obligations of their office for any reason, the Board of Directors shall be authorized to appoint a temporary replacement until such time as a permanent replacement may be nominated and voted on. The officers shall have the duties as outlined below:

The President shall conduct all meetings, make rulings on points of order, state all motions before the Club for vote, and determine the outcome of all votes. The President shall be an ex officio member of all committees, and shall appoint such committees as he/she desires. The President shall be authorized to act for the Club in signing official documents. A President shall not hold the office for greater than two (2) consecutive years, unless approved by the Board of Directors to serve additional terms.

The Vice-President shall act in the place of the President in his/her absence.

The Trail Administrator shall be authorized to enter into grants and contracts with the State of New Hampshire, Bureau of Trails or others and accept monies granted and received in compliance with the application, contract, or agreement.

The Trail Master shall be responsible for the layout and maintenance of all trails throughout the year. The Trail Master shall be responsible for the maintenance, repair and use of all club equipment. The Trail Master shall be responsible for establishing a grooming schedule. The Trail Master shall be authorized to spend up to \$500.00 for the purpose of maintenance and repair of trails and equipment with the approval of the Board of Directors.

The Secretary shall keep the minutes of all Club Meetings, including keeping a correct and complete record of proceedings, making the minutes available to Club members, reading of minutes of prior meetings, and taking attendance. The Secretary shall call meetings to order in the absence of the President and Vice-President and shall occupy the chair while the assembly elects a chairman Pro-Tem. The Secretary shall maintain a list of Committees appointed by the President and their members. The Secretary shall have custody of all papers and official documents of the Club and shall make said papers and documents available to Club members as needed, or directed. The Secretary shall be authorized to authenticate by affixing his/her signature to all acts, orders, proceedings, papers and documents as directed by the President or upon vote of the Assembly.

The Treasurer shall have charge of all Club funds and monies. The Treasurer shall be authorized to open and close bank accounts as authorized by the Board of Directors. The Treasurer shall make reports Annually, Monthly, or as directed by the Board of Directors. The Treasurer shall keep an itemized accounting of all income and expenses of the Club. The Treasurer shall make all reports and records available to the Board of Directors at the end of each fiscal year. An audit of the finances of the club will be conducted annually by one officer and one member not holding an office, as appointed by the president. The Treasurer shall pay all bills presented and approved according to article IX, with checks over \$4000 requiring the additional signature of another officer.

## Article IX – Board of Directors

There shall be a Board of Directors. The Board of Directors shall consist of the Clubs' officers, and Four (4) members-at-large. The Members-at-large shall be elected at the same time as the Club's officers in April.

1) The duties of the Board of Directors shall be to:

- a. Conduct the business of the Club, and manage and maintain the equipment and property of the Club.
- b. To approve purchases made on behalf of the Club, except for Capital Purchases as outlined in Article X.
- c. Conduct an annual audit of the Treasurer's books at the end of each fiscal year.
- d. Act on issues of Club membership, including, but not limited to:
  - i. revocation of membership in instances of disruptive, abusive, or violent behavior at Club meetings or functions,
  - ii. Family and individual membership concerns, and
  - iii Club Officers who fail to perform their duties as described in Article VIII of these bylaws.

2. If one of the Members-at Large of the Board of Directors shall be unable to fulfill the obligations of his or her position for any reason, the Board or Directors shall be authorized to appoint a temporary replacement for such member at large until such time as a permanent replacement may be nominated and voted on.

3. The Board of Directors shall have meetings on an "as needed" basis. Any member of the board may call for a meeting by notifying the other members of the Board of Directors, and providing them with no less than two (2) hours notice of the meeting.

## Article X – Conduct of Club Business

1) All members and officers of the Lisbon Stump Jumpers shall be considered volunteers and shall not receive payment for their services as members, officers, or as members of any committees.

2) No officer or member of the Club shall contract any debts for or against the Club without first being authorized to do so by The Board of Directors or a majority vote of the assembly at a regular meeting.

3) Any capital improvements (i.e. purchase of equipment) shall be approved by majority vote of the assembly at a regular meeting. In the case of equipment breakdown or trail maintenance emergencies, the Board of Directors shall be authorized to vote to expend such monies as necessary to remedy the situation.

4) Club equipment may only be operated by trained members in good standing who have completed the groomer training course, and authorized by the Trail Master.

5) There shall be a written notice of any major change in the Club's structure, equipment, operating procedure, or proposed change in the By-Laws. This notice shall be presented at a regular meeting of the club and voted on at the next regular meeting of the club.

6) The fiscal year of the Club shall run from July 1st through June 30th of each calendar year.

## Article XI – Dissolution

Upon dissolution of the organization,

1. The Club's assets shall be sold, or auctioned to the highest bidder, and all monies raised thereby shall be used to settle the debts and obligations of the Club. Any monies remaining shall be donated to the abutting snowmobile club/clubs in a proportion to the miles of trails taken. Any remaining funds will be donated to the New Hampshire Easter Seals Camp Sno-Mo.. No member shall be entitled to share in the distribution of the corporation assets upon dissolution of the corporation.

2. The Club's trails system shall be turned over to surrounding clubs as determined by the State of NH, Bureau of Trails.

3. The Club may only be voluntarily terminated or merged with another club following a two-thirds majority favorable vote of members present at a regular meeting, with the nature of the vote having been brought up at a prior meeting not less than one month, nor greater than three months prior to the meeting at which the vote shall be taken.