

# Brookline IceBreakers Snowmobile Club

## By-laws, Amendment 4

### Article I Name

**Section I:** The legal name of this club shall be BROOKLINE ICEBREAKERS SNOWMOBILE CLUB.

### Article II Purpose

**Section I:** The purpose of the Brookline IceBreakers is to:

- a. Promote and advance the general welfare and safety of snowmobiling,
- b. Serve the interests of snowmobile owners,
- c. Develop a fraternal spirit between local snowmobile and other outdoor enthusiasts,
- d. Provide a medium for the exchange of snowmobile information,
- e. Perform all desirable and lawful functions required for the successful operation of the Club and in the interest of the local snowmobiling community.

**Section II:** The Brookline IceBreakers in a non-profit corporation duly registered with the State of New Hampshire Secretary of State.

### Article III - Membership

**Section I:** Any person interested in snowmobiling may apply for membership.

Payment of membership dues is required upon submitting membership application.

**Section II:** There shall be two types of memberships open to those who qualify from above:

- a. Regular Membership: shall consist of either a single individual membership or a family membership which includes spouses and all children under 18 years of age. When a member becomes 18 years old, they must apply for a separate membership.
- b. Honorary Membership: shall be open to any non-member whom the club feels has rendered us a service or has shown through their efforts a desire to be of help and promote the club and snowmobiling. A prospective Honorary member shall be sponsored by a club member and be elected to this category by a two-thirds majority vote of the club members present. This membership requires no dues and has no voting privileges, nor can he/she hold office. An Honorary Member is encouraged to participate in club activities. Honorary Membership also includes enrollment in the New Hampshire Snowmobile Association (NHSA).

**Section III:** The annual dues shall be as follows:

- a. The membership dues for the following fiscal year will be set by 2/3's vote of members present at the last meeting of the current fiscal year.
- b. Individual and family membership dues shall be the same amount

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**Section IV:** Membership year shall run from July 1st through June 30th of the following year

**Section V:** Membership Revocation: Upon a 2/3 vote of the membership present, a member may be removed for the remainder of the then current membership year for significant violation of Article II- Section I requirements, or for consistent violation of snowmobiling laws of NH as required as a condition of NH snowmobile registration (for example riding in clearly marked closed trails, riding under the influence of alcohol or drugs, excessive speeding, illegal/loud exhaust). This action may be initiated by any member by bringing it to the attention of the membership at any regular meeting and requesting a vote for membership revocation. The vote will occur at the next regular general meeting.

**Section VI:** A member may resign from the club at any time upon written notice to the Secretary.

### **Article IV- Management**

#### **Section I: Officers and Directors**

The Management of the club shall be vested in the officers and directors of the club. Officers shall also be members of the Board of Directors (BOD). The officers of this club shall be: President, Vice-President, Secretary, treasurer, Trail Administrator, Trail Master. The Board of Directors (BOD) shall consist of all officers plus five Directors who shall be elected club members who are not Club Officers.

#### **Section II: Terms of Office**

- a. President and Vice President shall serve for a term of one year.
- b. Secretary, Treasurer and Trail Administrator shall serve for a term of two years.
- c. Directors and trail Master shall serve for a term of three years.

#### **Section III: Elections:**

- a. Elections shall be held at the Annual Meeting on the 3<sup>rd</sup> Tuesday of March, unless extenuating circumstances prevent the March meeting from happening, in such case, the Officers and Directors (BOD) shall vote on a time and place for rescheduled elections. The membership shall be informed at least 30 days prior to any rescheduled election which is defined in Article VII Section I.
- b. Nominations for any position up for reelection may be submitted to the Secretary at any time. A final call for nominations shall be made immediately prior to voting.
- c. All positions for reelection shall be voted on separately.

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### **Section IV: Duty to Disclose Conflicts of Interest:**

- a. At such time as any matter comes before the Officers or Directors (BOD) involving the potential purchase of any goods or services from any business or other organizations (herein referred to as “corporations”) of which an Officer or Director (BOD Member) are an owner, partner, director, or employee officers or BOD in such a way as to give rise to a financial conflict of interest between the club and any said corporation, the affected board member officer or BOD shall make known the conflict.
- b. Should the matter be brought to a vote, neither the affected officer or BOD member, nor any other such officer or BOD member with a pecuniary benefit transaction with said corporation in the same club fiscal year shall vote on it.
- c. Where the financial benefit to the officer or BOD member is more than \$5,000 in a fiscal year, approval of such expenditure shall be subject to a 2/3 vote on members present.

### **Section IV: Expenditures:**

- a. No club member may contractually obligate the club or incur any expenditures over \$500 without prior approval 2/3’s vote of members present at a regular club meeting. Expenditures of \$500 or less require approval of only one Officer or Director.
- b. The BOD may approve expenditures outside of regular club meetings with a 2/3’s vote of the full BOD (all officers and directors)
- c. Receipts for all expenditures shall be filed with the Treasurer and included in his/her report.

## **Article V - Duties of Officers**

**Section I: President-** It shall be the duty of the President to preside at all meetings of the club, to look after its interests, to see that all transactions are carried out in conformity with the by-laws and to act as Chairman Ex-Officio of all committees. The President shall also be the Chairman of the Board of Directors. The President shall submit (or may delegate) articles to the “SnoTraveler” magazine. The President shall attend the Annual NHSA Presidents Meeting. The President should attempt to attend all NHSA County meetings.

**Section II: Vice-President-** During the absence or temporary incapacity of the President, the Vice-President shall then perform the duties and have the powers of President.

**Section III: Secretary-** The secretary shall keep all the club’s records, other than financial, including minutes of all meetings and shall discharge all the usual secretarial functions of the office required by the by-laws. The secretary shall prepare monthly reports for the general meetings.

**Section IV: Treasurer-** The Treasurer shall keep the accounts of the Club and have charge of its funds. He/she shall keep all the Club’s funds in a bank account approved by the officers or BOD and in the name of the Club, subject to withdrawal by checks signed in such a manner as from time to time may be approved by the Officers or BOD. A written treasure’s report shall be prepared and submitted at each general meeting, and shall include prior month account balance, all expenses and deposits received during the prior reporting period and closing balance of the period.

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**Section V: Trail Administrator-** The Trail Administrator shall be the liaison between the club and the State of New Hampshire Trails Bureau in regard to Grant Applications and billings, permits, landowner permission and for said major trail construction and maintenance, proposed projects, purchase of trail grooming/trail maintenance equipment, trail signs etc., to act on the club's behalf.

**Section IV: Trail Master-** Trail Master shall identify, schedule, and oversee required trail repairs, maintenance, and improvements, maintenance and repair of trail grooming equipment, and winter grooming operations.

### Article VI - Fiscal Year

**Section I:** The Fiscal year of the club shall commence on the 1<sup>st</sup> day of July and end on the 30<sup>th</sup> day of June.

### Article VII - Meetings

**Section I:** The annual meeting of the members of the club shall be held on the 3<sup>rd</sup> Tuesday of March, at which time elections shall be

**Section II:** Regular meetings of the members of the club shall be held the 3<sup>rd</sup> Tuesday of each month September through April (including the Annual Meeting), unless voted on by 2/3's majority vote of the club's members present) at the time and place voted upon by membership.

**Section III:** The President may call a special meeting of the Officers or and BOD exclusive of general members whenever in his/her opinion it may become necessary for the welfare of the club giving 10 days written notice of the time, place, and purpose of such meeting. Quorum for such a special meeting shall be six Officers/Directors.

**Section IV:** Five members in good standing and three officers present at any regular meeting or special meeting shall constitute a quorum and no business shall be transacted unless a quorum is present.

**Section V:** The privilege of holding office, introducing motions, debating, and voting shall be limited to members whose current dues are paid. Any officer missing 3 consecutive meetings without any justified cause (illness, death in family, etc.) will be automatically removed from office by current officers and board members

### Article VIII-Social Media and Communications

**Section I:** A Communications Committee will be formed containing a minimum of 3 members – (Officers and BOD should be at least ONE of the members of the committee) – that will manage the public communications, website, social media (Facebook, Instagram, YouTube, Twitter for example) duties. These duties are constantly changing, but shall include, trail updates, maintenance, NHSA announcements, duties of the members, monitoring email, managing google docs account, MailChimp, and any announcements or communications with the membership.

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**Section II:** It is the mission of the Social Media team to carry out the Icebreakers Snowmobile Club policies as stated in the by-laws. This is to help promote good trail use and conservation and responsible stewardship of the trails during all seasons.

**Section III: Blocking/Removing a member** from any Social Media platform: Once a member of the Social Media committee feels there has been a misuse or abuse on any of our social media platforms, a committee member shall contact the person in question and ask to cease activity. If the activity is not immediately ceased, the committee member may block the individual causing the disturbance, but only after approval from all other committee members. If the matter is urgent and needs immediate attention, a temporary block may be instituted. The Social Media Committee will then advise the Officers and BOD regarding the infraction through an in-person meeting or through email. There should be a vote from the Officers and BOD whether it is a total block or a reinstate.

**Section IV:** The committee shall be comprised of 3 volunteers, preferably Officers and/or Directors, at least one of whom should have a working knowledge of social media technology or have a background in technology.

**Section V: COMMITTEE ACTIONS:** Only Members from the Social Media Committee may post on behalf of the organization using the organization account only if the social media service is on an internally approved list. Content that is political, partisan, false or abusive to be posted on any of our above Social Media websites or channels owned and operated by the Brookline IceBreakers will not be allowed. Photos of children who appear to be under 18 cannot be posted without parental consent. Any photos posted should have either verbal or written owner copyright permission.

**Advertising, Member Ads and Posts:** Members and users of the Social pages should adhere to set rules. Sponsored business will be permitted to post twice a week.

## Article IX - Amendments

**Section I:** The by-laws may be amended at any regular meeting of the Club by a 2/3 vote of the members present and voting, providing notice of the amendment shall have been given at the previous regular club meeting.

**Section II:** These by-laws shall be reviewed and rewritten as necessary. The rewritten by-laws shall then be approved by a quorum vote of the members of the Club, (recording the date of each change.)

## Article X - Disbandment

**Section I:** If at any time the Brookline IceBreakers Snowmobile Club, Inc. shall disband, all assets of the club will be transferred to the New Hampshire Snowmobile Association.

Amendment 1 – Approved by club vote on 12/19/2006

Amendment 2 – Approved by club vote on 11/20/2007

Amendment 3 – Approved by club vote on 03/17/2015

Amendment 4 – Approved by club vote on 11/16/2021