



January 22, 2005

Revised: April 10, 2005

Revised: July 7, 2009

Revised: March 3, 2012

ARTICLE I. LEGAL

The name of this organization shall be the Idaho State 4x4 Association

ARTICLE II. PURPOSE

- a. The purpose of this association is to promote constructive interaction with local, state and federal public land agencies towards continued and expanded opportunities for four wheel drive recreation within our state.
- b. To promote new and existing clubs involvement in Idaho State 4x4 Association activities as well as a positive influence within their local communities.

ARTICLE III . MEMBERSHIP

SECTION 1 – COMPOSITION

- a. Membership shall consist of clubs in the state of Idaho, non club associated and supporting vendors
- b. Membership in this association shall be determined on a non-discriminatory basis.

SECTION 2 - TERM OF MEMBERSHIP

The term of membership shall be annually per calendar year beginning January 1-December 31.

SECTION 3 – DUES

- a. Annual dues shall be payable to the Association at the beginning of each new calendar year.
- b. Club dues shall be based upon a count of individual memberships within each Club multiplied by \$10.00 as set by the association's Executive Board and Council.
- c. Non Club associated dues shall be \$10.00 as set by the associations Executive Board and Council.
- d. Supporting vendor dues shall be \$100 as set by the association's Executive Board and Council.

ARTICLE IV. COUNCIL AND OFFICERS

SECTION 1 – OFFICERS

The officers of the Association shall consist of the Director, Assistant Director, Second Assistant Director, Secretary and Treasurer and shall be known as the Executive Board.

SECTION 2 – COUNCIL

The Council of the Association, referred to as the Council, shall consist of up to two (2) representatives from each association member club, each club having a single vote.

SECTION 3 - TERM OF OFFICE

- a. The officers shall be elected at a predetermined annual meeting for a term of one year. Officers may be eligible for election to additional terms should they be willing to serve.
- b. The council representatives are selected by their club with no term minimum or limit.

SECTION 4 - METHOD OF ELECTION

- a. The Secretary shall read aloud the duties of each officer position prior to accepting nominations to familiarize nominees with the responsibilities of the office.
- b. Nominations may be made from the floor.
- c. The officers shall be elected at the first regular meeting held on the 1st weekend in March and assume office at the end of the general meeting.
- d. Officers shall serve until their successors have been elected and duly installed.
- e. The council representatives are selected by their club with no term minimum or limit.

SECTION 5 – DUTIES

- a. The Director shall be the chief executive officer of the Association. He/she shall preside at all meetings of the Association and shall be chairman and preside at the meeting of the Council. He/she shall sign all documents requiring an official signature and shall perform all other duties incidental to the office. The Director has no voting power.
- b. The Assistant Director shall perform the duties of the Director in the absence or incapacity of the Director. The Assistant Director shall automatically become Director of the Association upon the resignation or death of the Director. The Assistant Director shall be responsible for Land Use for the Idaho State 4x4 Association. The Assistant Director and second Assistant Director shall assist the Director in the management of the Association, with assignments in line with current strategic needs. In the event the Assistant Director becomes the Director, the second Assistant Director becomes the new Assistant Director and the council shall be elect a new second Assistant Director to fill the vacancy. The Assistant Director and second Assistant Director have no voting power.

- c. The Secretary shall keep an accurate record of the activities of the Association. The Secretary shall issue all notices of the association meetings, shall be responsible for the correspondence of the association, shall prepare and keep a listing of all chair and members of special/standing committees for the current and two previous years. The Secretary has no voting power.
- d. The Treasurer shall keep an accurate record of all monies allocated to the Association, shall supervise the disbursement of the funds subject to the direction and approval of the Council. The Treasurer has no voting power.
- e. The Council shall:
 - i. Perform the essential Association activities that must be acted upon between meetings of the membership.
 - ii. Formulate and recommend programs and activities to the membership of the Association for their consideration and approval.
 - iii. Identify and help formulate other committees necessary to further the purposes and functions of the Association, additionally the council will appoint all committee members.
 - iv. Carry on such other business as may be delegated to it by the Association membership.
 - v. Vacancies occurring in any office due to illness, death or other incapacity to comply with assumed duties shall be filled by election by the Council except in case of Director, as noted in Article V, Section 4.b. Such officers shall serve only until the next regular election.

ARTICLE V. MEETINGS

SECTION 1 ANNUAL MEMBERSHIP MEETING

- a. An annual meeting of the membership shall be held on the 1st weekend in March of each year.
- b. The members present at the annual meeting shall constitute a quorum for the transaction of association business.
- c. Each membership shall be entitled to one vote.

SECTION 2 MONTHLY COUNCIL AND EXECUTIVE BOARD MEETING

- a. A monthly meeting of the council and Executive board shall be held at a time, date and location designated by the council.
- b. Council membership, consisting of up to two (2) representatives from each association member club, will have a single vote. A quorum of one half of the member clubs must be present to vote on association business.

ARTICLE VI. COMMITTEES

Committees deemed necessary shall be appointed by the Council. The members of all standing committees shall serve for a period of one year, such period to be concurrent with the fiscal year of the Association. Ad hoc committee members shall serve in accordance with the charge to that committee.

ARTICLE VII. BYLAWS

Amendments to the Bylaws

Reformatted March 8, 2018

- a. Amendments may be made at any annual Association Meeting by a two-thirds vote of the members present, constituting a quorum
- b. In the event the Executive Board and Council determine there is a need to amend the Bylaws prior to the next annual association meeting the Council may approve Bylaw changes. A quorum of half of the member clubs must be present to vote on the Bylaw changes. A two thirds two thirds vote of the Council representatives is required to approve the bylaw changes. These Bylaw changes must be re-affirmed at the next Annual Association meeting.

ARTICLE VIII. PARLIAMENTARY AUTHORITY

Roberts Rules of Order shall govern the official proceedings of the association not otherwise specified in the By-laws.