

Fifield Dirt Devils ATV Club Inc. (Fifield Dirt Devils) By-Laws

Article I - Name

The name of this organization is the Fifield Dirt Devils ATV Club Inc.

Article II - Address

The mailing address:

Fifield Dirt Devils ATV Club Inc.
P.O. Box 231
Fifield, WI 54524

Article III - Records

The corporate records, including the incorporation document, tax status and minutes of membership and Board meetings shall be at the home or business address of the current secretary.

Article IV - Purpose

The purpose of this organization is to support ATV/UTV enthusiasts, individuals and families, and businesses by promoting the sport in Fifield and the surrounding area.

Section I

To promote safe and responsible riding habits.

Be respectful of landowners, the environment, other trail users, local residents and other ATV/UTV riders.

Work with local, state, and federal government to establish trails, maintain trails, signage, and education for new riders.

Section II

We will lead by example.

We will not intentionally damage trails, we will not litter trails, routes, or streams.

We aim not to harass or interfere with other trail users, including hikers, walkers, horseback riders, fishermen, bicyclists, etc.

We aim not to harass or harm wildlife or livestock in our travels.

Article V - Membership

Section I - Composition

The membership shall consist of individuals, families, businesses, and anyone having an interest in off-highway vehicle recreation. Membership in the Fifield Dirt Devils ATV Club shall be determined on a nondiscriminatory basis without regard to race, religion, gender, color or national origin.

Section II - Number

There shall be at least 20 people comprising the total organization membership for it to continue.

Section III - Term

The term of membership shall be one year starting July 1 through June 30 of the following year.

Section IV - Dues

The dues for individuals is \$10 annually.

Dues for families is \$15 annually.

Dues for a business is \$20 annually.

Article VI - Officers

Section I - Composition

The officers of the Fifield Dirt Devils ATV Club will be President, Vice President, Treasurer, Secretary, and Trail Boss, consisting of 5 members.

Section II - Term of Office

Officers shall be elected at a predetermined annual meeting for a term of 2 year(s). Officers may be re-elected but will not be eligible to serve more than 2 consecutive terms in any one position.

Section III - Method of Election

Nominations shall be made from the floor at the first annual meeting. Nominated individuals must accept the nomination. A voice vote of all attending members shall take place. All positions shall take office immediately upon election.

If a majority of members feel an officer is not following through with their duties, they may be removed from office by a vote of the members. A new officer will be elected and installed.

Section IV - Duties

A. President

The **president** shall be the chief executive officer of the organization, He/She shall preside at all meetings of the organization, shall preside at the meetings of the Executive Board, shall sign all documents requiring an official signature, and shall perform all other duties incidental to the office, including assigning members to committees and ensure timely follow up of projects and club responsibilities.

B. Vice President

The **vice president** shall perform the duties of the president in the absence or incapacity of the president, shall automatically become president of the organization upon the resignation or death of the president, and in the event the vice president becomes the president, a new vice president shall be elected to fill the vacancy.

C. Treasurer

The **treasurer** shall keep an accurate record of all monies allocated to the organization, shall supervise the disbursement of the funds subject to the direction and approval of the Executive Board, and shall serve as chair on any finance committee.

The treasurer shall receive money, pay Club bills, and prepare periodic financial reports. The treasurer shall also file all tax reports, annual raffle license reports, and the annual report to the State of Wisconsin Department of Financial Institutions.

Treasurer has the authority to process payments up to \$100 without board approval. Amounts over \$500 require Board approval.

Maintain appropriate signature authorization on financial accounts. Authorized signatures include those of the President, Treasurer, and Secretary.

Maintain permanent financial records for a period of seven (7) years.

D. Secretary

The **secretary** shall keep an accurate record of the activities of the organization. By directions of the Executive Board, the secretary shall issue all notices of organization meetings, shall be responsible for the correspondence of the organization, shall prepare and keep a listing of all officers, committee chairs and members for the current and two previous years, and shall be responsible for the corporate records including the incorporation document, by-laws, and minutes.

E. Vacancies

Vacancies occurring in any of the offices due to illness, death or other incapacity, or who fails to comply with assumed duties shall be filled through election by organization members except in the case of the president, when the vice president shall succeed to chair, as noted in Article IV, Section B. Such officers shall serve only until the next regular election.

Article VII - Executive Board

Section I - Composition

The **Executive Board** shall be composed of the elected officers and elected committee chairs.

Section II - Duties

The duties of the Executive Board shall be:

- A. To perform the essential organization activities that must be acted upon between meetings of the membership;
- B. To formulate and recommend programs and activities to the members of the organization for their consideration and approval;
- C. To identify and help formulate committees necessary to further the purposes and functions of the organization;
- D. To carry on such other business as may be delegated to it by the organization membership.

Section III - Meetings

The Executive Board shall meet in sufficient time prior to regular meetings to formulate the agenda and have it printed for the meetings and on other occasions as called by the chair.

Section IV - Quorum

A simple majority (51%) of the elected Executive Board members must be present to constitute a quorum for the transacting of business.

Article VIII - Fiscal Year

The fiscal year of the organization shall be from January 1 to December 31.

Article IX - Meeting of the Membership

- A. Monthly meetings of the organization shall be held the last Monday of the month at 7:00 p.m. Locations will vary but a schedule will be provided to membership.
- B. The regular meeting of the membership shall be to conduct the business of the organization as outlined under Article II. More specifically, the regular meetings shall be for the following:
 - 1. To approve, reject, amend, or refer back to the committees for further study reports from special or standing committees.
 - 2. To introduce new ideas with requests for the president to appoint committees to make further studies and report back their recommendations to the organization.

3. To evaluate reports of completed activities, projects or programs and make suggestions for improvement.
 4. To provide members with information concerning programs helpful to them in their efforts to address OHV recreation needs.
- C. Written notice shall be sent to all members of the organization at least one week in advance of all meetings, with the exception of meetings regarding amendment to by-laws, giving the date, time and location of the meeting.
- D. Written notice shall be sent to all members of the organization at least 20 days in advance of any meeting to amend the By-laws.
- E. Special meeting of the membership may be called by the president, the Executive Board or upon request of any 5 members of the organization.
- F. 10 members, with dues paid in full, present at a regular or special meeting shall constitute a quorum for the transaction of business.
- G. Each member, with dues paid in full, shall be entitled to one vote.

Article X - Dissolution

In the event this organization shall disband all assets shall be disbursed as determined by the majority vote of members.

Amendment 1

May 20, 2024

Amending the bylaws in order to change meeting start time from 7:00 p.m. to 6 p.m. starting June 24, 2024.

Accepted by:

President: _____ Date: _____

Vice President: _____ Date: _____

Treasurer: _____ Date: _____

Secretary: _____ Date: _____

Trai Boss: _____ Date: _____

Membership Vote Approval Date: _____

