



The Unrecables Bylaws

Article I. NAME

The name of this organization shall be "The Unrecables, Los Angeles Chapter of Disabled Sports, USA" (formerly National Handicapped Sports), hereafter to be known as "The Unrecables" (Unlimited Recreational Abilities).

Article II. PURPOSE

The purpose of the organization shall be to promote participation in sporting and social activities for disabled and able-bodied persons. The organization will further undertake, at the discretion of the Board of Directors, hereafter referred to as the "Board", any such other activities that it deems necessary in the furtherance of the above stated purpose.

Article III. MEMBERS

Section 3.01 Eligibility

Any person evidencing an interest in the purpose of the club and contributing dues and/or services, as determined by the Board and agreeing to abide by the bylaws, rules, and regulations of the organization. Upon payment of the above dues, these bylaws will be made available to all applicants.

Section 3.02 Types of Membership

The organization shall have the following types of membership:

- (a) **Active members** shall be those who have regularly participated in the organization and have paid all current membership dues.
- (b) **Supporting members** shall be those who contribute funds and/or services to the organization. Such members may be so designated at the sole discretion of the Board for meritorious services rendered. Membership shall be activated by a 2/3 affirmative vote of the Board. Such members may be individuals or corporations.
- (c) **Life members** shall be those who have a current PSIA (Professional Ski Instructors of America) or AASI (American Association of Snowboard Instructors) Certification, or who have paid a \$250 lifetime membership.

Section 3.03 Voting Rights and Privileges

- (a) **Active and Life members** shall be entitled to vote, hold elective office, serve on committees, and participate in meetings of the organization.

(b) **Supporting members** shall have all rights and privileges of active members in the organization except the right to vote and hold elective office.

(c) **Absentee ballots** must be received no later than Election Day.

Section 3.04 Expulsion, Resignation, and Reinstatement

(a) A member may be expelled by a 2/3 affirmative vote of the Board for failure to comply with the bylaws, rules, and regulations of the organization or for conduct which the Board determines detrimental to the best interest of the organization. Members expelled are denied any refund of proration of membership dues.

(b) A Board member may resign by submitting a resignation in writing to the President or Secretary of the organization. The resignation shall be effective when accepted by the Board provided that all indebtedness of such member has been satisfied or waived by the Board.

(c) An expelled member may be reinstated by a 2/3 affirmative vote of the Board.

Section 3.05 Dues and Penalties

(a) The fiscal year of the organization shall be **June 1st to May 31st** .

(b) Dues shall be payable annually in October.

(c) Dues shall be as established by a 2/3 affirmative vote of the Board.

(d) A “family membership” includes dependent family members living under the same roof.

(e) A member shall automatically be a non-member for failure to pay dues by the 31st of October.

(f) Any member whose membership has lapsed by non-payment of dues may be reinstated as a member by payment of current dues.

Article IV. GOVERNMENT

Section 4.01 Powers

The management and control of the assets, funds, and affairs of the organization shall be administered by the Board of the organization.

Section 4.02 Composition

The governing body of the organization shall consist of:

- (a) a Board composed of five (5) Officers elected at large by the general membership at the annual meeting, and,
- (b) additional Officers appointed by the board to handle various duties deemed necessary to the function of the organization

Section 4.03 Nominations

Nominations for Board members will be held at the April and May general membership meetings. Members may accept only one nomination per election.

Section 4.04 Officers

Includes Officers elected to the Board plus Officers appointed by the board.

Section 4.05 Terms

The newly elected Board shall take office at the first Board meeting or general membership meeting, whichever comes first, in July.

Article V. OFFICERS

Section 5.01 Officers

The elected officers of the organization shall be President, Vice President, Secretary, Treasurer, and Membership Director. The appointed officers shall be Public Relations Director, Fundraising Director, Trips Director(s), Ski Director, Equipment Manager, Communications Director, and LAC Representatives(s). The President whose term has just ended will have a non-voting seat on the Board; this position will be known as the Immediate Past President.

Section 5.02 Term of Office

Officers shall be elected for a term of one (1) year or until a qualified successor is elected. No officer may serve for more than three (3) consecutive terms in the same office, unless there are no other individuals willing to serve for that elected office. In the event no other individuals are willing to serve for the elected office and the current Officer is willing to serve an additional term, the Term of Office restriction shall be waived.

Section 5.03 Duties of Officers

(a) Board Officers

(i) *President*

It shall be the duty of the President to preside at the annual meeting and all meetings of the Board and to act as the Executive Head of the organization.

(ii) *Vice President*

The Vice President shall perform the duties of the President in his/her absence. Liaison to the

- 1) Sunshine Person, who is responsible for sending out cards, making calls, and other gestures to those in need of some support, sympathy, or cheer. This position does not carry any of the responsibilities or privileges of an Officer of the Club.

(iii) *Secretary*

The Secretary shall keep accurate records of all meetings and shall perform such other duties as may be prescribed by the President.

(iv) *Treasurer*

- 1) The Treasurer shall keep an accurate book of accounts, collect all dues, fees, penalties, subscriptions, and other monies due to the organization, and pay invoices and expenses. In addition, the Treasurer shall be responsible for ensuring that the club file taxes annually.
- 2) The organization, under the auspices of the Treasurer, shall maintain records, books, and other necessary documentations of all members, dues paid by members, and shall report annually, within 30 days following the close of the fiscal year, to the Executive Office of the National organization.

(v) *Membership Director*

The Membership Director shall keep an accurate record of all current members, including address and phone information; provide a membership directory once per year to the general membership and provide more current directories to the Board members as needed; ensure PSIA certified instructor memberships are converted to Life Members; answer questions regarding club membership.

(b) Appointed Officers

(i) *Immediate Past President*

The Immediate Past President shall be a member of the Board and cannot hold another Board position concurrently.

(ii) *Public Relations Director*

This position handles all publicity matters, such as announcing club events, publishing press releases, and attending events for the club.

(iii) Fundraising Director

Arranges and supervises all fundraisers, collects funds, does paperwork, and answers questions about fundraisers.

(iv) Summer Trips Director

Arranges and supervises all trips and activities, does paperwork, collects trip fees, and answers questions about trips.

(v) Winter Trips Director

Organizes ski trip & takes care of all communication with Mammoth, including arranging for lift tickets. Takes care of all paperwork, ski trip forms, trip fees, makes recommendations for overnight and carpool accommodations, makes condo reservations, and works closely with the Ski Director.

(vi) Ski Director

Organizes and develops content for Dry-land Clinic and Instructor's Trip. Handles any skiing and ski-school related problems at the ski resort; in charge of assigning students, instructors, and instructor candidates; oversees all ski lessons; prepares and reviews evaluations; and answers questions about trips. Must be an experienced adaptive ski instructor. PSIA/AASI Certification is desired but not required.

(vii) Equipment Manager

Is in charge of all ski equipment; including purchasing of approved items, maintaining, repairing, transporting equipment to and from the ski resort, and making recommendations to the Board.

(viii) Communications Director

Gathers articles and information for the newsletter and prepares and mails newsletters and any special announcements. In addition, the Communications Director serves as the liaison to the

- 1) **Webmaster**, who is in charge of the website, maintaining up-to-date ski trip dates, activity information, board information, meeting times and locations and other club information on the site; posting photos and newsletters, and other general webmaster functions. This position does not carry any of the responsibilities or privileges of an Officer of the Club

(ix) Los Angeles Council (LAC) Representative(s)

Responsible for attending LAC meetings and reporting pertinent information back to the board

Article VI. COMMITTEES

Section 6.01

The Board may appoint standing committees as necessary to investigate, consider, or act upon subjects including, but not limited to, Activities, Finance, Equipment/Pro-Deals, Ski School Director, Sports Director, Liaison/Public Relations, Transportation, Housing/Food, Competition, etc. Formation and function of the committee shall be as follows

- (a) The chairperson of each standing committee shall be appointed by the President with the consultation of the Board.
- (b) Members of each standing committee shall be selected by the committee chairperson after consultation with the President. Such committee members may be from the membership at large.
- (c) The chairperson of each standing committee shall make periodic reports to the President.

Section 6.02

Special committees may be appointed at any time by the President with the consultation of the Board to carry out specific objectives of the organization. Special committees shall automatically be dissolved upon completion of the task for which they were appointed.

Article VII. MEETINGS

Section 7.01 Annual Meeting

The annual meeting shall be on the second Tuesday of June at such time and place as may be determined by the Board. The annual meeting shall be held for the purpose of hearing the annual reports of officers and committees, election of officers, and for such other business as may properly come before the meeting.

Section 7.02 Regular Meetings

Meetings for members shall be held monthly, unless otherwise specified, at the time and place to be announced. The purpose of these meetings is to further the objectives of the organization as specified in these bylaws and to conduct regular business.

Section 7.03 Board Meetings

Board meetings shall be held no less than once each month. Additional meetings may be called at the discretion of the President or by any three (3) members of the Board with proper notification to the Board. By accepting a position on the Board, each Board member assumes the responsibilities of attending Board meetings and fulfilling the duties of their position.

Section 7.04 Quorum

A quorum of the Board shall consist of three (3) members. If Board members are unable to attend, it is their responsibility to tender their proxy.

Article VIII. FUNDRAISING

Section 8.01

All fundraising activities of the organization other than membership dues shall be subject to the prior approval of the Board. Proceeds from such fundraising activities shall only be expended for purposes and projects approved by the Board.

Section 8.02

All fundraising monies collected shall be reported to the Treasurer.

Article IX. GENERAL PROVISIONS

Section 9.01 Checks and Drafts

All checks, drafts, or other order for payment of money requiring signatures shall be signed by the Treasurer, President, Vice President, Secretary, or Trips Director. All bank accounts of the organization and authorized signatories for bank accounts shall be established by resolution of the Board.

Section 9.02 Contracts

Any contracts, other documents or agreements to be executed on behalf of the organization shall have prior approval of the Board and shall be executed by the President or another officer designated by the Board.

Section 9.03 Parliamentary Procedure

All meetings of the organization shall be conducted in accordance with "*Robert's Rules of Order*", as modified by the organization.

Section 9.04 Adoption of Changes to Bylaws

Upon due consideration, the Board, at its discretion, can recommend modifications, amendments, deletions or additions to these Bylaws and only by a 2/3 majority of all Officers (Elected or Appointed) voting on this issue, will said modifications be incorporated in these Bylaws.

Section 9.05 Acceptance

When voted upon in the affirmative by 2/3 of the Board, these bylaws shall be binding on the organization.