

# Dart Kart Speedway Club, Inc.

## Bylaws

### Meeting of Members

The meetings will be held at a location as chosen by the Board of Directors. The club year will run from January 1 to December 31. Regular meetings must be announced two (2) weeks prior to the date of the meeting. Special meetings, approved by at least a two-thirds (2/3) majority of the Board of Directors, can be called with a minimum of one (1) week notice. In either event all members must be contacted by either letter, phone or email as to the time, place and content of the meeting. Only original meeting content can be presented at each meeting.

The annual Trustee Nomination meeting will be held in early November or as near to this time as possible. Nominations will be entertained at this meeting. Nominees must meet all criteria of an Active Member/Voting Member. The Board of Directors will verify that all nominees meet the minimum criteria of a Trustee. Once nominees are approved by the Board of Directors then ballots containing the names of qualified nominated individuals will be mailed or emailed to all eligible voting members within one (1) week after the nominees have been approved. Marked and signed ballots will be returned to an independent third party, as chosen by the Board of Directors, within three (3) weeks after the ballots have been dispatched.

Results of the Trustee election will be announced within two weeks after the voting deadline. If a regular meeting is scheduled within two weeks of the voting deadline, then the results will be announced at that meeting. If a meeting is not scheduled then results will be sent to the nominees via mail, or email and posted on the club's website.

### Quorum

The active voting members at any meeting shall constitute a quorum for such a meeting.

### Voting Proxies

An active voting member may, through written proxy, authorize to vote for him/her at all meetings, but the person so authorized must be a member. This proxy must be filed with the Secretary prior to any vote.

### Board of Directors

The corporate powers, property and affairs of the Corporation, subject to the limitations in the general Code, the articles of regulations, shall be exercised, conducted and controlled by the Board of Directors. Each of whom shall be an active, adult Member of the Corporation for at least one (1) full calendar year.

Updated 02/18/2017  
By vote of the  
Board of Directors

The Board of Directors shall consist of a President, Vice President, Secretary, Treasurer and the Trustees.

### Trustees

The election of Trustees shall be done in accordance with the procedures outlined above. All Trustees shall be an active adult/voting member. Trustees shall be elected for three (3) year terms, and shall continue in office until a successor is elected and qualified. Maximum number of trustees shall be nine (9) with three (3) being elected each year. The Board of Directors will choose to temporarily fill any vacancies of unexpired terms from the current membership upon a two-thirds (2/3) majority vote. Any vacancy of Trustees, that may occur between elections or as a result of no candidates meeting the requirements for election, shall be filled temporarily by a two-thirds (2/3) majority vote of the Board of Directors. These temporary Trustee positions will be for a period until the next regular Trustee election. They are not to fill the entirety of unexpired terms of any vacant positions and are not new three (3) year terms.

### Officers terms

1. President
  - A. Shall be appointed by the Board of Trustees from the newly elected Board of Trustees for a one (1) year term. Can be reappointed for an additional one (1) year term providing their term has not expired from the Board of Trustees. Maximum term is three (3) years. Maximum term can be extended by a two-thirds (2/3) majority vote of Board of Directors.
2. Vice President
  - A. Shall be appointed by the Board of Trustees from the newly elected Board of Trustees for a one (1) year term. Can be reappointed for an additional one (1) year term providing their term has not expired from the Board of Trustees. Maximum term is three (3) years. Maximum term can be extended by a two-thirds (2/3) majority vote of Board of Directors.
3. Secretary
  - A. Shall be appointed by the Board of Trustees from the newly elected Board of Trustees for a one (1) year term. Can be reappointed for an additional one (1) year term providing their term has not expired from the Board of Trustees. No maximum term limit.
4. Treasurer
  - A. Shall be appointed by the Board of Trustees from the newly elected Board of Trustees for a one (1) year term. Can be reappointed for an additional one (1) year term providing their term has not expired from the Board of Trustees. No maximum term limit.
5. Trustees
  - A. Shall be elected by the voting members for a three (3) year term (Three (3) new trustees each year)

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All Board of Directors shall remain in office until their successors are elected and qualified.

At the Board of Directors meeting prior to the election, the Board will appoint a Trustee whose term is not expiring to schedule and conduct a meeting after the election for the purpose of appointing a President, Vice President, Secretary and Treasurer. This constitutes the first meeting of the new Board.

Any Board Member that fails to renew their membership by March 1 of the current calendar year will forfeit their position on the Board. That member can be reinstated after successful completion and approval of a new membership form. That member will then fall under the status of a new member.

### Duties of the Board of Directors

1. President
  - A. President shall preside at all meetings to sign the records and in general perform all the duties usually incident to such office.
2. Vice President
  - A. Assumes the Presidents duties in the event the President is unable to attend a meeting.
3. Secretary
  - A. It shall be the duty of the Secretary to keep accurate records of the acts and proceedings of all meetings. To give notice required by law and the Corporation. To keep proper books of accounts: on the expiration of terms of office, deliver all books, papers and property of the Corporation in his/her hands to their successor or the President: and in general to perform all duties usually pertaining to the office.
4. Treasurer
  - A. The Treasurer shall receive and safely keep all money and chooses in action belonging to the Corporation, and disperse the same, under the direction of the Executive Board. He/She shall keep accurate account of the finances of the Corporation. He/She must complete monthly income statements. He/She shall have the responsibility of preparing the annual tax forms required by the IRS. A year end Income Statement must be presented at the annual meeting. The Treasurer must be bonded. A budget shall be prepared by the Treasurer and a committee appointed by the Board of Directors and be submitted to the Board of Directors for approval during the March meeting.
5. Trustees
  - A. Trustees duties shall be assigned by the Board of Directors. They shall include but not be limited to the following:
    1. Update and review bylaws
    2. Review membership
    3. Banquet
    4. Voting nominations
    5. Audit

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Each trustee shall have a minimum of one (1) responsibility per race weekend.

Any Board of Director that holds a position with another karting organization must make known to the Board what position he/she holds. The Board of Directors upon unanimous vote can remove that Board of Director if it is deemed a conflict of interest.

#### Fees and dues of members

There are no fees or dues to members of this Corporation

#### Qualifications and Election of New Members

1. Any person not less than 12 years of age
2. Must be approved by Board of Directors

#### Order of business

1. Roll call/Attendance
2. Reading of minutes of previous meeting (Must be approved)
3. Reading of Treasurers report (Must be approved)
4. Reports and statements from officers and committees
5. Unfinished business
6. New business
7. Adjournment

President, or Vice President if the President is absent, will vote only in case of a tie.

The club shall pay no salaries for any elected positions.

#### Club members

##### Five Categories

1. Active/Voting
2. Active/Non-Voting
3. Honorary/Voting
4. Honorary/Non-Voting
5. Inactive/Non-Voting

Active/Voting: Members that work during the race weekend. Minimum time is two (2) hours per enduro weekend. They have all membership privileges except as listed below. In special cases approved by the Board of Directors, major jobs done before or after race can constitute credit as a race weekend job. Active/Voting members must be a minimum of 18 years of age and also have been a member for at least the previous calendar year.

Active/Nonvoting: Members that work during the race weekend. Minimum time is two (2) hours per enduro weekend. Active/Nonvoting members are under the age of 18 and or have just joined the club in the current calendar year.

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By vote of the  
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Honorary/Voting: These members have all the privileges as an Active/Voting members. Honorary/Voting members are individuals who have volunteered their time and talents over the years and have made an impact both within the Dart Kart Club and the surrounding karting community. To become an honorary/voting member, you must be nominated by fellow active club members, been a member for at least the previous calendar year and approved by the Board of Directors.

Honorary/Non-Voting: Honorary/Non-Voting members are individuals who have volunteered their time and talents over the years and have made an impact both within the Dart Kart Club and the surrounding karting community. To become an honorary member, you must be nominated by fellow active club members and approved by the Board of Directors.

Inactive: Inactive members are individuals who do not work and therefore have no membership privileges.

Membership forms must be submitted each year. Forms will be mailed or e-mailed to each member (family) in early January of the new calendar year. To keep your current club member status, the forms must be returned by March 1<sup>st</sup>. A reminder mailing will be sent the middle of February if the form has not been returned. If the form is not returned by March 1<sup>st</sup>, that member will be removed from the renewing membership list.

New membership forms will be accepted at any time during the calendar year. New members joining the club after March 1<sup>st</sup> of the current calendar year will not have voting privileges, will not be eligible to be nominated for the Board of Trustees, or be eligible for any DKC special awards for that calendar year. Renewing members that fail to renew by March 1<sup>st</sup> of the current calendar year will be considered new members and not renewing members.

The Board of Directors shall review the membership each year and determine what category members fall in.

The Board of Directors can only have two excused absences per year from scheduled meetings. The Board must approve excused absences.

Active members must attend 50% of the meetings. (Attendance may be waived if member is not within 100-mile radius of club meeting.)

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