

Century City Ski Club By-Laws

Last Amended - June 15, 2004 – Membership requirement changes, Winter trip position duty changes

ARTICLE ONE - NAME

The name of the Club shall be Century City Ski Club.

ARTICLE TWO - MEMBERSHIP

Section One

Membership shall be limited to 499 people, 21 years of age or older. There shall be three classes of membership: Active, Lifetime and Honorary. Lifetime members are those persons who actively participated in the initial organization of the Club as advisors, committee chairmen or committee members and such other persons who, because of their contribution to the Club, were awarded Lifetime Membership by a 2/3 vote of the Board of Directors prior to June 6th, 1984. Honorary members shall be those persons who, because of their contribution to the Club, shall be awarded a one year Honorary Membership by a 2/3 vote of the Board of Directors. Active Membership shall be open to any person interested in the objectives of the Club.

Section Two

There will no longer be an initiation Fee to join the club.

Section Three

Effective July 1, 2004 - All Club memberships expire on a persons Anniversary date of their initial joining the Club. Current Members as of July 1, 2004 will have their Anniversary date set to Sept. 1. Anyone who joined the club for the first time or has re-joined after an absence between Jan. 1, 2004 and July 1, 2004 will have their Anniversary date set to the date they joined. Annual dues for membership renewal must be paid within sixty days of membership expiration or membership privileges cease.

Section Four

The Club shall keep a membership record containing the names and addresses of each member. Termination of the membership of any member shall be recorded in the record, together with the date on which such membership ceased.

Section Five

A membership card shall be issued to each member.

Section Six

To become a member of the Club and to renew membership, a person must file with the Club Membership chairperson a completed membership application form together with payment of the annual dues.

ARTICLE THREE - DUES

Section One

Annual Dues for Single membership and Family membership shall be determined from time to time by a 2/3 vote of the Board of Directors. Family membership shall consist of two people with the same mailing address.

Section Two

Dues are payable at the time application for membership is made, and are non-refundable.

Section Three

Lifetime members and Honorary Members shall be exempt from payment of Club dues.

ARTICLE FOUR - TERMINATION OF MEMBERSHIP

Section One

All Club memberships expire annually as set forth in Article Two, Section Three, except for Lifetime

Memberships.

Section Two

Any member of the Club may be permanently expelled and have membership terminated for cause upon a 2/3 vote of the members at any regular or special meeting of the Club upon the recommendation of the Board of Directors, which recommendation shall specify the cause of misconduct upon which it is based. Undesirable moral character or conduct, conviction of a felony, or flagrant violation of the Club objectives shall constitute grounds for expulsion.

ARTICLE FIVE - FISCAL YEAR

The fiscal year of the Club shall be from May 1 through April 30.

ARTICLE SIX - MEETINGS OF THE CLUB

Section One - Regular Meetings

Regular meetings of the Club shall be held on the first and third Tuesdays of each month. The location of the meetings shall be determined by the Board of Directors.

Section Two - Special Meetings

Special meetings may be called upon the recommendation of the Board of Directors. A written notice of any special meeting shall be mailed by the Club Secretary to each member of record on the date such meeting is called not less than ten days prior to such meeting. Such notice shall contain the date, time and place of such special meeting and the purpose for which it is called.

Section Three - Quorum

The presence of 10% of the current membership shall constitute a quorum for the transaction of all business at all meetings. Unless otherwise specifically provided by these Bylaws, a majority vote of those members in attendance at any meeting shall be sufficient to pass any matter presented to the membership at such meetings.

ARTICLE SEVEN - RIGHTS OF MEMBERS

Section One

Members of the Club are entitled to all rights and privileges by the Articles of Incorporation and these Bylaws.

Section Two

Only members may vote, and each member shall be entitled to one vote upon all matters submitted to members of the Club.

Section Three

Lifetime Members and Honorary Members shall have all rights and privileges of Active Members.

ARTICLE EIGHT - CONDUCT OF MEMBERS

ARTICLE NINE - BOARD OF DIRECTORS

Section One

The general management of the Club shall be under the control, supervision and direction of the Board of Directors.

Section Two

The Board of Directors shall be comprised of the President, Executive Vice President, Vice President - Winter Trips, Vice President - Mammoth Trips, Vice President - Summer Trips, Vice President - Social, Vice President - Competition, Vice President - Promotion, Treasurer, Recording/Corresponding Secretary, and the immediate Past President, if a member of the Club.

Section Three

Regular meetings of the Board of Directors shall be held at least once each month on such day and at such time as the Board of Directors shall determine.

Section Four

The presence of 2/3 of the members of the Board of Directors shall constitute a quorum for the transaction of all business at all meetings.

Section Five

Appointed Officers shall attend all meeting of the Board of Directors. Each Appointed Officer shall be entitled to a 1/2 vote on all matters voted upon during a meeting of the Board of Directors.

ARTICLE TEN - EXPENDITURES

Reimbursement of expenses incurred by officers of the Club will be paid only upon submittal of an itemized expense report to the Board of Directors which must approve the same before transmittal to the Treasurer for payment. No officer of the Club is authorized to incur expenses in the name of the Club without prior approval as noted below:

Up to \$50.00: No prior approval necessary

\$50.01 - \$500.00: Prior approval of the Board of Directors.

Over \$500.00: Prior approval of the membership at large.

An elected or appointed officer of the Club is authorized to incur expenses in the name of the Club without prior specific approval for Club ski trips or social functions which have been approved by the Board of Directors and for which the Board of Directors has authorized the payment of expenses in connection therewith.

No member of the Club is authorized to incur any expense in any amount in the name of the Club

ARTICLE ELEVEN - OFFICERS

Section One - The Officers

(a) The elected officers of the club shall be:

President

Executive Vice President

Vice President - Social

Vice President - Winter Trips

Vice President - Mammoth Trips

Vice President - Summer Trips

Vice President - Competition

Vice President - Promotion

Recording/Corresponding Secretary

Treasurer

Past President.

The position of Past President shall be held by the President of the immediately preceding year, if such person is a member of the club.

(b) The appointed officers of the club shall be:

Meeting Chairperson

Membership Chairperson

Historian/Newsletter Editor

L.A. Council Rep. I

L.A. Council Rep. II

L.A. Council Rep. III

Section Two - Nominations for Office.

Nominations for elected and appointed officers shall be made by the membership at large at a meeting designated by the Board of Directors. Notice of such Nomination Meeting shall be given to the membership at large at least ten days prior to the said meeting. Nominations may be made only by

members, and nominations shall be made separately for each office. No one person may accept more than one nomination. Members may also apply for an appointed office by notifying any member of the Board.

Section Three - Eligibility.

Any member shall be eligible to hold any elected or appointed office of the club.

Section Four - Elections and Appointments.

Elections shall be held at such regular meetings of the club as shall be designated by the Board of Directors. Ballots shall be cast in writing. The candidate for each office receiving a plurality of the votes cast shall be elected. Thereafter, the newly elected Board of Directors shall appoint the officers to be appointed from the candidates for such positions.

Section Five - Term of Office

New officers shall assume office on May 1 and shall serve for a period of one (1) year or until successors have been elected or appointed. No one person shall hold more than one office during the same term. The Vice President - Summer Trips shall be elected in October, assume office on Nov. 1 and shall serve for a period of one (1) year or until a successor has been elected or appointed.

Section Six - Duties of Officers

PRESIDENT

Responsible for the overall direction of the club and coordination among all officers; presides at all meetings of the Board of Directors and the regular meetings of the membership at large.

EXECUTIVE VICE PRESIDENT

Assists the President as directed and assumes the responsibilities and duties of the president when the president is unable to do so; responsible for the direction of the L.A. Council Representatives and the Meeting Chairperson; serve as parliamentarian at all meetings of the Board of Directors and the membership.

VICE PRESIDENT - SOCIAL

Responsible for coordination of all social events, and for keeping and coordinating the official club calendar.

VICE PRESIDENT - WINTER TRIPS

Responsible for coordination of all Non-Mammoth snow ski trips.

VICE PRESIDENT – MAMMOTH TRIPS

Responsible for weekend bus ski trips to Mammoth.

VICE PRESIDENT - SUMMER TRIPS

Responsible for all non snow skiing trips.

VICE PRESIDENT - COMPETITION

Plans races for various ski trips; coordinates with other clubs, ULLR League, and other leagues, Los Angeles Council, and Far West Ski Association (FWSA) to have CCSC participate in interclub and league races. Acts as spokesperson for other interclub, Los Angeles Council and FWSA competitions such as softball and volleyball.

TREASURER

Receives and deposits all moneys due to the club; keeps the financial records and checkbooks of the club; receives vouchers and makes appropriate payments; prepares monthly financial reports; prepares and submits all government-required tax forms; responsible for the direction of Membership Chairperson.

RECORDING / CORRESPONDING SECRETARY

Records the minutes of all matters discussed and actions taken at both membership meetings and meetings of the Board of Directors and maintains the club Minutes Record; handles all general correspondence of

the club as required and directed by other officers; answers inquiries from members, other clubs, etc.; responsible for direction of Historian/Newsletter Editor.

VICE PRESIDENT - PROMOTION

Responsible for all promotion of the club including, but not limited to, ordering and selling of items with the club logo.

MEETING CHAIRPERSON

In charge of all arrangements for club membership meetings, including reservations of the meeting room, planning of meeting activities, appointing Host and Hostess for each meeting; reports to Executive Vice President.

MEMBERSHIP CHAIRPERSON

Accepts and processes all membership applications; maintains accurate and current Membership Book and distributes same to other officers; prepares mailing labels for monthly LiftLetter; prepares membership forms; mails monthly LiftLetter; reports to Treasurer.

HISTORIAN / NEWSLETTER EDITOR

Maintains club scrapbooks and photograph albums; prepares monthly LiftLetter in form suitable for printer; makes arrangements for printing and delivery of LiftLetter to Membership Chairperson for mailing; coordinates with officers and members of the club to receive items for publication in the LiftLetter; takes advertisements and collects fees therefore; reports to Recording/Corresponding Secretary.

L.A. COUNCIL REPRESENTATIVES

Three persons will represent CCSC at all L.A. Council meetings and will report on L.A. Council activities and plans to the members of CCSC at membership meetings and by submitting reports to the Newsletter Editor for publication in the club LiftLetter; report to Executive Vice President.

PAST PRESIDENT

Shall facilitate the transition between the current board and the previous year's board.

Section Seven - Vacancies.

In the event of the vacancy in the office of President, the Executive Vice President shall assume the office of President. A vacancy in any other office may be filled by appointment by the Board of Directors upon a 2/3 vote.

Section Eight - Succession in Office

No officer may hold the same office for more than two consecutive terms.

ARTICLE TWELVE - USE OF CLUB NAME AND LOGO

The club name and/or logo shall not be used without the prior approval of the Board of Directors.

ARTICLE THIRTEEN - AMENDMENTS

These By-Laws may be amended only upon 2/3 vote of the entire Board of Directors and ratification by a majority vote of the membership at large present and voting at a meeting at which such amendment is presented to the membership at large.

All proposed amendments shall be presented to the Board of Directors for its action prior to presentation to the membership at large. All proposed amendments shall be presented to the membership by publication; voting by the membership at large shall take place at the next following general membership meeting.