

LOUISIANA JEEPERS

BY-LAWS

2021



BOARD MEMBERS

President..... Chris Royer
Vice President..... Blair Rivette
Treasurer Laurie Hohensee
Secretary..... Donna Matthieu
Membership Coordinator

Event Coordinator..... Kiesha Hebert
Merchandise Coordinator..... Jeanette Lanthier
Member at Large.....
Member at Large.....

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ARTICLE I

NAME

This Not-for-Profit Organization shall be known as Louisiana Jeepers, Inc.

ARTICLE II

LOUISIANA JEEPERS OATH

Louisiana Jeepers will uphold the following "Oath" and conduct itself accordingly.

As a Louisiana Jeepers Member, I promise to:

- A. Be Helpful to club members.
- B. Facilitate the education about Jeeps and off-roading.
- C. Respect all public and private land while using Jeeps.
- D. Help off-road enthusiasts whether they are Members of the club or not.
- E. Support other worthy organizations and associations whenever possible.
- F. Never discriminate or keep anyone from becoming a member because of sex, color, race, creed, religion, and financial or social status.
- G. Offer volunteering efforts to other nonprofits, charitable, and public/government organizations.
- H. Be respectful and speak positive about Louisiana Jeepers and its members.

Mission statement:

Louisiana Jeepers is a non-profit organization consisting of family and friends who love on/off-road adventures and the great outdoors. Our mission is to help support local charities and to provide a fun, clean, family atmosphere while treading lightly on the environment.

ARTICLE III

PURPOSE

To foster pride and friendship within the Jeep community. To preserve use of public and private lands. To actively participate in related programs, and offer volunteering efforts to other non-profit, charitable, and public/government organizations.

ARTICLE IV

MEMBERSHIP

Section 1: Active Members

Members and Potential members must adhere to the following requirements at all times:

1. Maintain ownership of a Jeep, except for honorary members.
2. Be at least 18 years of age
3. Submit a completed application, fees, and signed release (Liability waiver)
4. Conduct themselves as ambassadors for the Louisiana Jeepers.
5. Never damage the reputation of the club and its affiliations.
6. Safe and responsible vehicle operations and courteous driving habits at all time.
7. Upkeep positive public perception
8. Support the "Tread Lightly" initiative.

Section 2: Honorary Membership

The Board of Directors has the ability to nominate honorary members. Any person or business may be elected for an Honorary Membership into The Club. Honorary members may not hold office within the board of directors.

Section 3: Charter Member (s)

Those being active Members for five consecutive years will be recognized as Charter Members.

Section 4: Dues

1. New membership is \$35.00 per year per household and \$25 per year per household for renewal. A one-year grace period will be allowed for renewal price. If two or more consecutive years are missed, member must pay new membership price of \$35 to join.
2. Only one membership per household
3. The annual membership drive shall be held at date(s) and time(s) set by the BOD.
4. Membership will be due for renewal on the anniversary of previous year sign-up date
5. The BOD shall accept dues to be placed in an account for disbursement to carry out the purposes of the Organization.

Section 5: Fiscal Year

The fiscal year shall be January 1st to December 31st.

Section 6: Termination/Resignation of Membership

Louisiana Jeepers Board of Directors reserves the right to refuse any membership or renewal of membership. If a member is terminated or voluntarily resigns from Louisiana Jeepers, then no monies will be refunded.

ARTICLE V

MEETINGS

Section 1: Club Meetings

Meetings of the Club shall be held quarterly at such time and place as selected by the Board of Directors. Every effort will be made to notify all general members at least two weeks prior to any change to the time or place of the meetings.

Section 2: Annual Membership Appreciation Meeting

The annual/membership appreciation meeting shall be held at a date and time set by the Board of Directors. The Secretary shall notify members a minimum of 30 days prior to the date of the meeting. The annual meetings order of business shall be:

1. Reports of Officers and Board of Directors.
2. Progress Reports on Initiative of the Board of Directors.
3. Open forum for active members to express compliments and concerns.

Section 3: Special Meetings

The Board of Directors whenever needed may call a special meeting of the club.

Section 4: Conduct of Meetings

All meetings shall be conducted according to club bylaws, and open discussion from the floor on all measures shall be permitted and encouraged.

Section 5: Board Meetings

The Board of Directors (BOD) shall meet at least one time outside of our club's regular meeting.

ARTICLE VI

MANAGEMENT

The management of the club shall be vested in the Louisiana Jeepers Board of Directors.

ARTICLE VII

VOTING AND QUORUMS

Section 1: Definition of Active Member

Active Members means a member who has met the requirement for membership as set forth in Article IV, Section 1.

Section 2: Who May Vote?

Only Active members may cast votes for informal motions made at general and annual meetings.

Section 3: Quorum at General Meetings

For the purpose of voting at general meetings, 40% of active members present shall be required to constitute a quorum. The votes of members present are binding only if a quorum is present. The Board of Directors based on a case-by-case basis may provide special voting accommodations.

Section 4: Quorum of Board of Directors (BOD)

Insistences where the Board of Directors requires a vote, a majority of the total members of the board shall constitute a quorum and majority vote of the directors shall prevail. A BOD vote must include a minimum of 4 voting Directors to pass.

ARTICLE VIII

OFFICERS AND ELECTIONS

The President, Vice President, Treasurer, Secretary, Membership Coordinator, Merchandise Coordinator, Event Coordinator and Board Members at Large shall be nominated at any time during the fiscal year. Newly elected officers will take office immediately following the appointment.

Eligibility to become an officer in the club requires the following:

- Applicant must be an active member in good standing for 6 months prior to nomination.

Club Officers are elected by a vote of the Board of Director at the BOD Meeting. A BOD election will only be considered valid if each and every existing board member tenders a vote. If a proxy vote is needed by email by a board member, it must be received no later than the day before the meeting.

Failure to fulfill the BOD duties and position requirements may result in the removal from the Board of Directors by a majority BOD vote.

In the event of a vacancy in any office except the President – the Board of Directors shall appoint a member in good standing to fulfill the unexpired term until the next election.

ARTICLE VIII

DUTIES OF OFFICERS

Section 1: Board of Directors

The BOD shall have the power to manage all affairs of the club on any and all questions relating in any manner whatsoever to the club, and to make all contracts necessary for the proper transactions of all business. They shall have entire jurisdiction over all

matters pertaining to the care, conduct, control, supervision, and management of the club and its finances and they shall make all appropriations. It shall be the duty of the BOD to prescribe and publish rules regulating the use and occupancy of the offices of the club, and the care and protection of its property. Any officer or member of the BOD who shall absent him/herself from three consecutive meetings of BOD, unless he/she shall offer at the next meeting an excuse for his/her absence, which is satisfactory to the BOD, shall be deemed to have resigned as a Member of the BOD, and cease to be a Member of the BOD. Attendance shall be taken at each board of director's meetings. Only one person per household shall hold a board of director's position.

The Board of Directors shall have the following powers:

1. To appoint Delegates to represent Louisiana Jeepers with other organizations. Only appointed delegates may represent the club.
2. To make rules for the conduct of the Members of the club and for their use of the club property.
3. To suspend or expel a Member for any conduct in violation of rules or behavior improper or prejudicial to the interests of the club.
4. To fix and enforce penalties for the violation of club rules.
5. To prescribe rules for the admission of strangers or guests to the privileges of the club.
6. To call special meetings of the club as deemed necessary.
7. To prescribe additional duties for any officers, in addition to those herein set forth.
8. The President, Vice President, and Treasurer may have the authority for discretionary spending up to \$200 per transaction, not to exceed \$1,000 per bi-quarterly period.
9. To accept/reject a Membership application.
10. To accept/reject a sponsorship application.

Section 2: President

The President shall preside at all meetings of the club and Board of Directors whenever possible and enforce all laws and regulations of the club. The President shall perform such other duties as shall be imposed upon him/her by resolution of BOD. The President shall have the power to appoint committees whenever it becomes necessary. The President will also help secure sponsors for Louisiana Jeepers.

Section 3: Vice President

In the absences of the President, the Vice President has the authority to perform their duties as the President or set up an election for a new President. In the event of the death, disability, resignation, or impeachment of the President, the Vice President shall assume the duties of the President for the remainder of the term and the BOD shall appoint a committee member or a BOD member to fill the Office of the Vice President until the next general election. If the Vice President declines the role as President, a special election shall be called to fill that office.

Section 4: Treasurer

In the absence of the Vice President, the Treasurer has the authority to perform their duties as the Vice President. The Treasurer shall keep record: book, documents, and the BOD shall designate papers relating to the club in such a place as designated. The Treasurer shall perform such other duties as may be assigned by the BOD. The Treasurer shall keep account of all monies received by him/her and deposit same in the name of the club in such bank as designated by the BOD. She/he shall not pay out any money of the club except in such manner and for such purpose as shall be authorized by the motion or resolution of the BOD. The Treasurer shall submit quarterly reports on accounts.

Section 5: Secretary

The Secretary shall keep minutes and other official reports of the club. The Secretary shall keep record: book, documents, and the BOD shall designate papers relating to the club in such a place as designated. The Secretary shall perform such other duties as may be assigned by the BOD. The Secretary shall send out all newsletters and any Louisiana Jeeps correspondence. The Secretary will assist the club President with any sponsors that the club may have.

Section 6: Membership Coordinator

The Membership Coordinator is responsible for maintaining current membership and ensuring that all members have a current membership card. The Membership Coordinator is responsible for sending a welcome e-mail to all new members and handling any membership related correspondence. The Membership Coordinator will secure and maintain a relationship with current members and work to recruit new members to the club.

Section 7: Event Coordinator

The Event Coordinator will be responsible for outward appearance of and all advertising/promotions aspects of the club. The Event Coordinator will be responsible for selecting venues for club hosted events, determining the cost, if any, for the location and arranging any necessary event services. All event arrangements must be approved by the BOD prior to finalization. The Event Coordinator shall secure monthly locations for Louisiana Jeeps meetings and rides.

Section 8: Merchandise Coordinator

The Merchandise Coordinator is responsible for the supply and promotion of products to be sold for the purpose of raising funds for the club. Quotes for merchandise must be approved by the Board of Directors with Treasurer allocation of funds before moving forward with any purchase. The Merchandise Coordinator should make certain that members have a wide range of carefully presented and up-to-date **merchandise** to choose from.

Section 9: Board Members at Large

There shall be two (2) Board Members at Large. The Board Members at Large will sit on the board and give input regarding rides, fundraisers, club ideas, etc.

Section 10: Conduct of Officers

- Uphold the Louisiana Jeepers oath always
- Be available to put in extra hours and time assisting with planning and participating in events and rides
- A long-term commitment to Louisiana Jeepers board
- Be objective and unbiased to all ideas about club events
- Keep up positive public perceptions of Louisiana Jeepers
- Hold Louisiana Jeepers' club events/meetings as their top priority

ARTICLE IX

SAFETY REQUIREMENTS

Section 1: Prohibited

Any Member that is on a club sanctioned run has the right to request an individual and/or group to leave the run if the following is observed first hand.

1. Defamation of Louisiana Jeepers (Intentional or Unintentional)
2. Consumption of alcohol by any member or participant while on any sanctioned route (meeting point to destination) until after the convoy to the event is over**
3. Use or distribution of any illegal substance**
4. Excessive profanity
5. Initiation of Fighting
6. Littering
7. Firearms**

**as allowed by state laws

Section 2: Consequences of violations of Bylaws

- 1st offensive – Documented warning
- 2nd offensive – Banned from rides for one month
- 3rd offensive – removed from the Louisiana Jeepers Club

Terms and conditions of the consequences subject to change, depending on the severity of the offensive, as determined by the BOD.

LOUISIANA JEEPERS BY-LAWS ATTESTATION

I certify that I have read and understand the by-laws of the Louisiana Jeepers. I understand that there are certain risks involved with 4-wheeling and driving 4-wheeled drive vehicles and that Louisiana Jeepers or any of its representatives are not responsible for any damage to my vehicle, person, or possessions at any time or during any event.

I also agree that I will be personally responsible and liable for any damage caused by my actions or those of any other driver driving my vehicle while at any club event. I also assume full responsibility for any liability resulting in the actions of my guests and/or passengers. I will also be responsible for assuring that any of my guests who are operating their own vehicle abide by the same standards.

****If you refuse to sign the Louisiana Jeepers By-Laws Attestation, it may result in a refusal of membership. ****

MEMBER SIGNATURE: _____

PRINT: _____

DATE: _____