

NEW ENGLAND TRAIL RIDER ASSOCIATION

By-laws and 2012 Rule Book



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NOTICE

THE RULES SET FORTH IN THIS RULEBOOK ARE DESIGNED TO PROVIDE FOR THE ORDERLY CONDUCT OF NETRA SANCTIONED EVENTS, AND TO ESTABLISH MINIMUM ACCEPTABLE REQUIREMENTS FOR SUCH EVENTS. THESE RULES SHALL GOVERN THE CONDUCT OF ALL NETRA SANCTIONED EVENTS. ALL NETRA MEMBERS AND GUEST RIDERS ARE DEEMED TO HAVE COMPLIED WITH THESE RULES. NO EXPRESSED OR IMPLIED WARRANTY OF SAFETY SHALL RESULT FROM PUBLICATION OF, OR COMPLIANCE WITH, THESE RULES. THEY ARE INTENDED AS A GUIDE FOR THE CONDUCT OF THE SPORT AND RE IN NO WAY A GUARANTEE AGAINST INJURY OR DEATH TO PARTICIPANTS, SPECTATORS, OR OTHERS.

IN ADDITION TO BEING SUBJECT TO THE RULES IN THIS RULEBOOK, ALL ORGANIZERS AND PARTICIPANTS IN ANY EVENT SANCTIONED BY THE NEW ENGLAND TRAIL RIDER ASSOCIATION ARE SUBJECT AT ALL TIMES TO APPLICABLE STATE AND LOCAL LAWS AND REGULATIONS. IT IS THE ORGANIZER'S RESPONSIBILITY TO LAY OUT AND RUN HIS EVENT IN CONFORMITY WITH THESE LAWS AND REGULATIONS AND IT IS THE RIDER'S RESPONSIBILITY TO COMPLY WITH THEM AT ALL TIMES WHILE PARTICIPATING IN THE EVENT. NOTHING IN THIS RULEBOOK, OR IN THE WAY AN EVENT IS LAID OUT AND RUN, SHOULD BE INTERPRETED AS PERMITTING ANY DEVIATION FROM THIS.

BYLAWS OF NEW ENGLAND TRAIL RIDER ASSOCIATION, INC.

Article I. NAME AND PURPOSE

Section 1: **Name and Purpose.** The name of the corporation shall be New England Trail Rider Association, Inc. ("NETRA") and the purposes of the corporation are those as stated in the Articles of Organization. The corporation shall be nonprofit without capital shares, and no pecuniary profit shall accrue to any member by reason of membership in the corporation.

NETRA is a private, amateur organization sponsoring motorized trail use. NETRA is operated by its members for their fellow members. NETRA's policy shall be the amateur nature of this program, and shall oppose commercialism and exploitation of the corporation, its members or its events. The approval of and support by corporate sponsors or professional organizations for the benefit of NETRA is the responsibility of the Board in its sole discretion.

Section 2: **Office.** The principal office of the corporation shall be at the place stated in the Articles of Organization, and it may also have an office or offices at such other place or places, as the Board of Directors may from time to time designate, or the business of the corporation requires.

Section 3: **Membership.** Membership in the corporation shall be open to any interested person upon payment in advance of a specified fee as shall be determined annually by the Board of Directors. Expulsion of any member for conduct detrimental to the corporation shall be by two-thirds majority vote of the Directors after a hearing of the matter.

Article II. MEETINGS

Section 1: **Annual Meeting.** The Annual Meeting of the members shall be each year at such time and place as the Board of Directors shall designate. Notice of such meeting shall be sent to all members at least thirty days prior to the meeting date. If no Annual Meeting is held in accordance with foregoing provisions, a special meeting may be held in lieu thereof, and any action taken at such meeting shall have the same force and effect as if taken at the Annual Meeting. The Annual Meeting of the members shall be presided over by the President, or if he is not present, by a Vice President, or if neither the President nor any Vice President is present, by a Chairman to be chosen by the members then present.

Section 1a: **Action at Annual Meeting.** A quorum shall be the membership present and voting on a matter except where a higher standard is required by law, the Articles of Organization, or these Bylaws, and shall decide any matter to be voted on by the members. Any election by members shall be determined by a plurality of the votes cast by the members entitled to vote at the election. No ballot shall be required for such election unless requested by a member present at the meeting and entitled to vote in the election.

Section 2: **Special Meetings.** Special meetings of the members may be called by the President or by the Directors, and written notice thereof stating the time, place and purposes of such meeting shall be given to all members at least ten days prior thereto.

Section 3: **Board Meetings:** Regularly scheduled Board meetings will be held as scheduled by the Board in accordance with the guidelines set forth below.

Section 4: **Sanction Meeting.** The Annual Sanction Meeting shall be held at such time and place as the Competition Committee Chairman and the Recreation Committee Chairman shall agree and designate. Notification shall be published in the NETRA Newsletter at least thirty days prior to the meeting date. . Meetings may be attended by all members.

Section 4a: **Sanction Procedure.** The Administrator shall mail Sanction Application forms at least 30 days before the Sanction Meeting to all bona fide motorcycle clubs that received an event sanction the previous year, and to any bona fide motorcycle club requesting an application form. Any club requesting a NETRA event sanction must be a NETRA Member Club in good standing, with a minimum ten (10) members, including a minimum five (5) NETRA members. Clubs seeking a sanction should complete the form and mail it, along with a check for the appropriate sanction fee(s), to arrive at the NETRA office at least one week before the Sanction Meeting. Sanction applications will also be accepted at the Sanction Meeting but mailed applications will be given preference.

Section 4b: **Action at the Sanction Meetings.** The Annual Sanction Meeting shall be provided over by the Administrator. The competition and recreation schedules for the coming season shall be organized on the basis of Sanction Applications received and paid. Clubs that held events in the previous year shall have a priority claim on the same weekend/date for the coming season. Mailed applications shall have a priority over applications received at the Sanction Meeting.

A representative from each club requesting a sanction should attend the Sanction Meeting to resolve conflicts. Clubs not represented shall abide by the decision of the appropriate committee. Every effort shall be made to avoid scheduling conflicting events on the same day (e.g., an enduro and a turkey run on the same day).

The granting of a competitive event sanction and the acceptance of the competitive event schedule shall be by a majority vote of the Competition Committee members present. The granting of a recreation event sanction and the acceptance of the recreation event schedule shall be by a majority vote of the Recreation Committee members present.

Section 4c: **Schedule Changes.** Any club requesting a sanction change or applying for an event sanction after the Annual Sanction Meeting must contact the appropriate Committee Chairman and proceed according to the event rules.

Section 5: **Organization.** All meetings of the organization, including, but not limited, to Annual Meeting, Board of Directors, Competition Committee, standing and ad hoc committees, shall be conducted according to "Robert's Rules of Order, Revised". In the case of a conflict between "Robert's Rules" and these Bylaws, the Bylaws shall prevail.

Article III. BOARD OF DIRECTORS

Section 1: **Powers, Number, Qualification and Term.** The property, affairs and business of the corporation shall be managed by its Board of Directors, consisting of not less than twelve (12) nor more twenty-five (25) persons including the Chairman of the Competition Committee. The Board of Directors shall have the entire control and supervision of the business of the corporation except as are conferred upon or reserved to the members, by law, by the Articles of Organization, or by these Bylaws. NETRA's administrator will be an ex-officio member of the Board of Directors. Except as hereinafter provided in these Bylaws, Directors shall be elected at the Annual Meeting or at an adjourned meeting or at a special meeting of the members held in place of the Annual Meeting, and each Director shall be elected to serve for three (3) years and until his successor shall be elected and shall qualify. The members shall fix the number of the Directors to be elected at the said Annual Meeting or meeting held in place thereof, and the number so fixed shall constitute the whole number of Directors. One-third of the Directors shall be elected each year. Each Director shall be a NETRA member in good standing. The Chairman of the Competition Committee shall be an ex-officio member of the Board of Directors during his term as Chairman of the Competition Committee.

Section 2: **Meetings.** Regular meetings of the Directors may be held with notice of at least seven (7) days at such places and at such times as the Directors may from time to time determine, provided that any Director who is absent when such determination is made shall be given notice of the determination. A regular meeting of the Directors may be held with notice of at least seven (7) days at the same place as the Annual Meeting of members, or the special meeting held in lieu thereof, immediately following such meeting of members.

Section 3: **Quorum.** At any meeting of the Directors, one-third of the Directors then in office shall constitute a quorum. In the event that a quorum does not exist, the meeting may be adjourned at any time by a majority of the Directors present and voting.

Section 4: **Action at Meeting.** At any meeting of the Directors at which a quorum is present, the vote of majority of the Board of Directors present and voting, unless a different vote is specified by law, by the Articles of Organization, or by these Bylaws, shall be sufficient to decide such matter. A quorum is defined as one-third (1/3) of the number of serving directors, and no action shall be voted without a quorum present.

Section 5: **Vacancies.** A vacancy occurring in the Board of Directors may be filled by the Board of Directors. The person chosen to fill such vacancy shall hold office until the next Annual Meeting of the members or the adjourned or special meeting held in place thereof and until his successor is chosen and qualifies. The Board may replace any Director with two unexcused absences from Board meetings, or two absences of any sort from Board meetings, in one calendar year, but any three (3) absences during a twelve month period will result in the director's removal from the board.

Section 6: **Committees.** Standing committees shall be established by the Directors from time to time as necessary. The chairmen of the standing committees, insofar as possible, shall each be a member of the Board of Directors and a NETRA member.

Article IV. OFFICERS

Section 1: **Officers.** The officers of the corporation shall consist of a President, a Treasurer, a Secretary, and such other officers, including one or more Vice Presidents, Assistant Treasurers, and Assistant Secretaries as the Directors may determine. The NETRA Administrator is not an officer of NETRA.

Section 2: **Election.** The President, a minimum of one Vice-President, the Treasurer, and the Secretary shall be elected annually by the Directors at their first meeting following the Annual Meeting of members. Other officers may be chosen by the Directors at such meeting or at any other meeting.

Section 3: **Qualification.** The President must be a Director. All officers shall be NETRA members. An individual may hold only one officer position. The Chairman of the Competition Committee may be an officer of the Board of Directors except in the capacity of President.

Section 4: **Tenure.** Except as otherwise provided by the Articles of Organization, or by the Bylaws, the President, Treasurer, and Secretary and any other officer shall hold office until the first meeting of the Directors following the Annual Meeting of the members and thereafter until his successor is chosen and qualified; and all other officers shall hold office until the first meeting of the Directors following the Annual Meeting of the members, unless a shorter term is specified in the vote choosing or appointing them.

Any officer may resign by delivering his written resignation to the corporation at its principal office or to the President or Secretary, and such resignation shall be effective upon receipt unless it is specified to be effective at some other time or upon the happening of some other event.

Section 5: **Removal.** The Directors may, for cause, remove any officer by a vote of a majority of the entire number of Directors present, provided that such officer shall be removed only after reasonable notice and opportunity to be heard by the Board of Directors prior to action thereon.

Section 6: **President.** The President shall be the chief executive officer of the corporation and shall, subject to the direction of the Directors, have general supervision and control of its business. Unless otherwise provided by the Directors, he shall preside, when present, at all meetings of members and of the Directors. The President must review, agree to, approve and sign all NETRA contracts. This may be completed in conjunction with Committee Chairman and/or in conjunction with NETRA's Board of Directors. The President shall be an "ex officio" voting member of all standing and ad hoc committees.

Section 7: **Vice President.** In the absence or disability of the President, his powers and duties shall be performed by a Vice President. Each Vice President shall have such other powers and perform such other duties as the Board shall from time to time designate.

Section 8: **Treasurer.** The Treasurer shall, subject to the direction of the Directors, have general charge of the financial affairs of the corporation and shall cause the keeping and maintenance of accurate books of account(s) and shall control all funds of NETRA.. He shall have custody of all funds, securities, and valuable documents of the corporation, except as the Directors may otherwise provide. The NETRA Treasurer shall be the Treasurer of all Committees.

Section 9: **Secretary and Assistant Secretary.** The Secretary shall keep record of the meetings of the Board of Directors and annual meeting of its members, and a membership record, in which are contained the names of all members and records, the address of each, unless such membership record is kept by the Administrator. Any Assistant Secretary shall have such powers as the Directors may from time to time designate. In the absence of the Secretary from any meeting of members, an Assistant Secretary, if one be elected, otherwise a temporary secretary designated by the person presiding at the meeting, shall perform the duties of the Secretary.

Section 10: **Other Powers and Duties.** Each officer shall, subject to these Bylaws, have, in addition to the duties and powers specifically set forth in these Bylaws, such duties and powers as are customarily incident to his office, and such duties and powers as the Directors may from time to time designate. The Board of Directors shall appoint a member of the Board of the Administrator to be the custodian of NETRA's capital assets, except for those assets owned by the Competition Committee, for which they are responsible. Capital assets shall, for example include but not be limited to postage meters, computers and computer programs, scanners and event scoring systems, sound meters, etc.

Section 11: **Compensation.** Members of the Board and its agents shall provide their services and serve at the pleasure of the Board as volunteers unless otherwise approved by the Board. Certain out-of-pocket expenses incurred as a result of the provision of services for NETRA may be reimbursed.

Article V: NON-OFFICERS

Section 1: **Administrator:** The Administrator shall have general charge of the day to day affairs of the corporation and such other duties as may be assigned to him by the Board of Directors. The Administrator is NETRA's overall and official scorekeeper. He is responsible for the official scorekeeping of all championship events and for the season's results. The Administrator shall receive compensation as an independent contractor for his services in an amount as may be determined by the Directors.

Section 2: **Harescramble Scorekeeper.** The contracted Scorekeeper will have responsibility to attend each NETRA sanctioned Hare Scramble event and electronically score the events in accordance with the rules and regulations in effect for such NETRA events. The scorekeeper shall receive compensation as an independent contractor for his services in an amount as may be determined by the Chairman of Competition Committee and approved by the Directors.

Article VI: STANDING COMMITTEES

Section 1: **Committees.** The Board of Directors shall from time to time create standing committees such as an Executive Committee, a Recreation Committee, a Competition Committee, a Finance Committee, and other such committees as it deems necessary for the conduct of the activities of NETRA. Certain of the committees, their purpose and structure are outlined below.

Section 2: **Executive Committee.** The Executive Committee shall primarily be a committee of the Board conducting its activities as a planning committee. Any decisions made or agreed to by the Executive Committee must be approved by the Board of Directors. The members of the Executive Committee shall include the Officers of the corporation, the Chairman of the Competition Committee, past presidents, and as an ex-officio member, the Administrator. The Executive Committee will meet upon request of the President, upon at least seven (7) day notice at such place as the President determines.

Section 3: **Competition Committee.** The Competition Committee shall have the purpose to further the safe and responsible running of the NETRA sanctioned competitive events.

Section 3a: **Functions.** The Competition Committee shall:

- A. Determine the schedule of sanctioned competitive events.
- B. Formulate the rules of competition.
- C. Establish the criteria for the organization of competitive events.
- D. Establish the criteria for the approval of NETRA competition events.
- E. Oversee the promotion of riders.
- F. Shall be responsible for the provision of insurance for all competition events, in conjunction with other NETRA events.
- G. .Oversee the scoring and issuance of awards for the NETRA competition championships.
- H. Set guidelines for the fees for sanctions, and entries.
- I. Hear and act upon any complaints or suggestions relating to these functions brought by a member(s)
- J. Consider requests from potential sponsors of NETRA events and determine their viability for the organization.

Section 3b: **Membership.** The Competition Committee for each year shall be organized at the sanction meeting for that year. It shall be composed of one representative from each club which runs a sanctioned competition event in that year, plus ten (10) at large committee members who shall be elected at the sanction meeting, plus the Youth Competition Coordinator, the Treasurer, and the Scorekeeper.

Section 3c: **Meetings.**

- A. **Action at the Annual Sanction Meeting.** When the schedule has been established, the ten (10) at large members shall be elected. Nominations shall be accepted from the floor. Each rider present can submit a single ballot with up to ten (10) names. The ten nominees with the highest vote totals are elected.
- B. **Business Meetings.** The new Competition Committee shall hold a new business meeting immediately following the Annual Sanction Meeting, for the purpose of electing officers and transferring of records. Regular business meetings will be called as necessary by the Chairman.

Section 3d: **Officers.** The officers of the Competition Committee shall consist of a Chairman and secretary. The Chairman shall be a member of the NETRA Finance Committee, the Executive Committee, and the Board of Directors.

Section 3e: **Competition Rules.** The Competition Committee shall provide a rulebook either electronically or printed, whenever deemed necessary, no less frequently than annually. All rule changes voted by the committee shall be published in the NETRA Newsletter.

Section 3f: **Committee Finances.** The Competition Committee shall have the use of the funds collected from competition sanction fees and any other income generated by or through the Competition Committee. Any funds generated by the Competition Committee are funds of NETRA, and disbursement of such funds must be approved by the Chairman of the Competition Committee and the Treasurer, which reports to the Board. The Competition Committee may from time to time authorize the use of its funds for non Competition Committee purposes. To guide the Committee, the NETRA Finance Committee shall provide a budget for the coming year's income and expenditures at the Annual Meeting, and such budget must be approved by the Board of Directors.

Section 4: **Finance Committee.** The Finance Committee shall be responsible for overseeing the preparation of the annual budget for the corporation and the monitoring of the financial activities of the corporation. The chairman of the Finance Committee will be NETRA's Treasurer and members of the Finance Committee will be selected by the Board of Directors and will include the chairman of the

Competition Committee. The Finance Committee will meet as requested by the Treasurer upon seven (7) days notice at such place as the Treasurer determines.

Section 5: **Recreation Committee.** The Recreation Committee shall consist of a minimum of three individuals including the Chairman. The primary purpose of the Recreation Committee is to oversee non-competitive NETRA events including, for example, Turkey Runs, Dual Sports rides, and Trail Rides. The Recreation Committee will meet as requested by the Chairman with at least seven (7) days notice and as such place as the Chairman determines.

Article VII: MISCELLANEOUS PROVISIONS AND DEFINITIONS

Section 1: **Fiscal Year.** Except as from time to time otherwise determined by the Directors, the fiscal year of the corporation shall be the twelve (12) months ending with the last day of December.

Section 2: **Seal.** The seal of the corporation shall, if adopted by the Directors, bear its name, the word "Massachusetts", and the year of its incorporation.

Section 3: **Execution of Instruments.** All deeds, leases, transfers, contracts, bonds, notes, and other obligations authorized to be executed by an officer of the corporation in its behalf shall be signed by the President or the Treasurer except as the Directors may, generally or in particular cases, otherwise determine.

Section 4: **Corporate Records.** The original or attested copies of the Articles of Organization, Bylaws and records of all meetings of the incorporators, members and Directors, and the membership records, which shall contain the names of all members and the record address of each, shall be kept at the principal office of the corporation or at the office of the Secretary or at the office of the attorney of the corporation. Said copies and records need not all be kept in the same office. They shall be available at all reasonable times to the inspection of any member for any purpose.

Section 5: **Articles of Organization.** All references in these Bylaws to the Articles of Organization shall be deemed to refer to the Articles of Organization of the Corporation, as amended and in effect from time to time.

Section 6: **Dissolution.** Upon dissolution of this corporation, all assets remaining and available for distribution after payment of all debts and expenses or the setting aside of reasonable reserves therefore, shall be distributed to any nonprofit charitable organization selected by the Directors.

Section 7: **Amendments.** Except where a larger vote is required by law or by these Bylaws, or in the Articles of Organization, these Bylaws may be amended at any time by the affirmative vote of two-thirds of the members of the corporation present at any meeting of the membership called for such purpose, provided, however, that the Bylaws set forth in Article III pertaining to Directors may also be amended by the affirmative vote of two-thirds of the Directors then in office.

Section 8: **Liability Waiver.** The directors and Officers of the corporation shall preserve, promote and otherwise protect the purpose of the organization, as stated in the Articles of Organization, or these Bylaws, without, however, incurring any personal liability by reason of the execution of their duties, or of anything contained herein.

Section 9: **Definitions.** Following are certain definitions.

1. **Member Clubs** – Each club which organizes and sponsors a NETRA sanctioned event must be a Member Club. Clubs must become a NETRA Member Club annually, in good standing, having a minimum of ten (10) members, including a minimum of five (5) NETRA members.