

## **"COLORADO MOUNTAIN MUSHERS" BYLAWS (REVISED 2023)**

### **ARTICLE I.**

#### **NAME AND LOCATION**

In accordance with the Articles of Incorporation filed with the Secretary of State of Colorado, the name of this organization shall be:

"COLORADO MOUNTAIN MUSHERS"

hereinafter referred to as CMM.

The principal address of the corporation shall be known as Post Office Box 273, Glenwood springs, Colorado 81602. Meetings of members and directors may be held at such places (including virtual), designated by the Board of Directors.

### **ARTICLE II.**

#### **OBJECTIVES & PURPOSE**

In accordance with the Articles of Incorporation, the primary objectives of this organization shall be:

- A. To encourage and promote the sport of sled dog racing.
- B. To do all in its power to advance the interests of the sport by encouraging sportsmanlike competition at sponsored events.
- C. To foster the education and training of both novice and experienced mushers and their dog teams.
- D. To conduct sled dog races and other family-oriented events for both fun and competition.
- E. To protect and promote the well-being of the dogs used in the sport of sled dog racing.

### **ARTICLE III.**

#### **GOVERNING BODY**

##### **Section 1. GOVERNING BODY**

- A. CMM shall be governed by a Board of Directors consisting of up to a total of 9 members.

##### **Section 2. COMPENSATION**

- A. No officer or director shall gain materially or financially from his or her position in the CMM. Actual expenses incurred with prior Board of Director approval may be reimbursed from CMM funds.

**ARTICLE IV.**  
**MEMBERSHIP AND DUES**

Section 1. MEMBERSHIPS

- A. Individual Membership is available to anyone who subscribes to the purposes of this club. Racing privileges and the newsletter are benefits of membership. Individual Memberships are entitled to one (1) vote in the general election.
- B. Family Membership is available to immediate family living within the same household: limited to two adults and all children under the age of 18 years. Racing privileges and the newsletter are benefits of membership. Family Memberships shall receive 2 (two) votes in the general election.
- C. Business Membership is available to any business that subscribes to the purposes of this club. Racing privileges for business employees, business advertising (up to 1/4 page) for the year, and the newsletter are benefits of membership. Business memberships shall receive one (1) vote in the general election.
- D. Associate Membership is available to any individual or organization subscribing to the purposes of this club and wishes to be kept informed of CMM activities. Associate members will receive the newsletter but will not receive racing or voting privileges.
- E. Honorary Membership is available for individuals whom the Board finds deserving through actions and commitment to the club and the ideals with which the club is dedicated to. Honorary Membership shall be treated as an Individual Membership with all its privileges for up to 5 years.

Section 2. DUES

- A. Colorado Mountain Mushers is a non-profit organization. Membership dues, donations, and other funds are to be used strictly for the organization of mushing-related events, seminars, and equipment belonging to the club, as decided by the Board.
- B. The membership year will run from September 1st through August 31st of each year. Dues shall be payable on or before September 1st for each year, along with an application / information sheet. For new members wishing to pay their dues prior to September 1st but after the completion of all scheduled race events shall automatically be applied for the upcoming race season as well as to be considered a member in good standing for the remainder of the current season.
- C. Those members whose dues have not been paid by September 30th shall be removed from the membership rolls.
- D. Rates for annual dues shall be set by the Board. Review of proposed rate changes, and subsequent vote will be completed by the Board at least thirty (30) days prior to going into effect.

- E. Membership dues for currently serving Board Members shall be waived for their term in office. The amount, of dues, waived shall be equal to that of an Individual Membership and is not transferable to another member.
- F. For those elected officials wishing a Family or Business Membership, only the difference in amounts will be due.
- G. If an official is unable to complete their duties and leaves or is removed from the board, they will then be required to pay their dues in full to receive club privileges.

### Section 3. REMOVAL FROM MEMBERSHIP

- A. A member may be suspended or expelled for committing acts which discredit CMM and/or the sport it represents. The Board of Directors will examine evidence against the member to decide if a vote to suspend or expel is warranted.
- B. The board must have a majority vote to remove the member above based upon evidence.

## **ARTICLE V.**

### **MEETINGS & EVENTS**

#### Section 1. ANNUAL MEETING

- A. The Annual Meeting of the membership of CMM shall be held at a time and place determined by the Board of Directors. The notice for such a meeting shall be sent to members not less than thirty (30) prior to the meeting date. This meeting should usually be held after the completion of the banquet, at the next board meeting.

#### Section 2. REGULAR BOARD MEETINGS

- A. Meetings of the Board of Directors shall be held bi-monthly or when deemed necessary and are open to all members in good standing. A quorum of Board Members must be present to conduct business.

#### Section 3. VOTING AT MEETINGS

- A. At any meeting of the Board, the presiding officer shall have no vote, except in the case of a tie vote. All votes shall be carried by a majority unless otherwise provided for in the bylaws.
- B. Any voting during a meeting requires a Quorum.
- C. Five (5) voting directors plus the presiding officer shall comprise a quorum. Should the Board consist of less than 9 elected officers and directors, a quorum can be comprised of Four (4) voting Directors and the presiding officer.

#### Section 4. SPECIAL MEETINGS

- A. Special meetings of the members may be called at any time by the president or by a majority of the Board of Directors, or upon written request of 20% of the General Membership.
- B. The president shall set the time and place for such meetings. Notice of a special meeting shall state the time, place, and the purpose for the meeting.
- C. No business other than that indicated in the notice of special meeting shall be conducted at such meeting.

#### Section 5. ACTION TAKEN WITHOUT A MEETING

- A. The Board Members may take any action in the absence of a meeting, virtually, through the Board Members email group.
- B. Any action as approved shall have the same effect as if taken at a meeting of the Board Members.
- C. After ample time for replies, a vote shall be taken and recorded by the secretary.
- D. All actions and results of votes shall be reported to the board and posted in the next scheduled newsletter.

#### Section 6. ANNUAL BANQUET

- A. The Annual Banquet shall be held at the end of the racing season between the months of May and July. Club points shall be tallied and awarded. Results of the club's Board Elections shall be announced at the banquet.

### **ARTICLE V.**

#### **NOMINATIONS AND ELECTIONS**

##### Section 1. NOMINATIONS

- A. Call for Nominations shall be sent to the General Membership at the end of the season and at least 1 month prior to the election. Members can nominate any member of the club (including themselves).
- B. Eligible candidates must be a current CMM member in good standing for a minimum of three (3) months prior to the election.
- C. A Nominating Committee or appointed non-Board club member shall verify member eligibility and secure the consent of each nominee that they are willing to run for a board position. Also, obtain a short Bio & photo from each candidate for distribution to the general membership via email or newsletter.

- D. The Nominating Committee or appointed non-Board member club member shall report their nominations to the secretary in writing. Upon receipt of the Nominating Committee report, the secretary shall notify each member, in writing, of the candidates so nominated. Notice may be by publication in the newsletter.
- E. No person may be a candidate for more than one position.
- F. The subsequent issue of the CMM newsletter shall contain a complete list of all nominees and a brief statement from each.

## Section 2. ELECTIONS

- A. The nominated candidate receiving the greatest number of votes for each position shall be elected.

## Section 3. VOTING

- A. Voting shall be limited to those members in good standing.
- B. Eligible members for general elections will receive their ballot(s) electronically at least 30 days prior to the banquet and no later than May 15th.
- C. Paper ballots will be available upon request.
  - a. Paper Ballots may then be returned to the P.O. Box indicated above prior to the annual meeting or the ballot may be brought to the meeting in order to be counted.
  - b. All paper ballots cast by mail must be received in the PO Box on the Friday before the opening of a meeting banquet. Said ballots must remain unopened until the counting of ballots begins.
  - c. Any paper ballots turned in by hand at the banquet must be done prior to the counting of ballots.
  - d. A printed copy of the electronic election results will be required.
  - e. Two (2) inspectors shall be selected from the membership present, to count the paper ballots & confirm the electronic ballot results.

## Section 4. RECALL AND REMOVAL OF BOARD MEMBERS

- A. Any Board Member that does not show an effort to participate or is unable and cannot complete their duties may be removed by a majority vote of the Board of Directors.
- B. A recall of any Board Member by the general membership requires a petition to be presented to the Secretary with the signatures of 20% of the membership. The secretary shall prepare a ballot with the recall question, which then shall be distributed to all members. A vote of two-thirds (2/3) of the CMM membership respondents shall be required to affect a recall.
- C. Rules applying to elections and voting shall govern any such recall.

## **ARTICLE VI.**

### **OFFICERS AND DIRECTORS**

#### Section 1. NUMBER OF ELECTED OFFICERS AND DIRECTORS

- A. There shall be a President, Vice President, Secretary, Treasurer, and five (5) director positions to total nine (9) elected officers and directors.
- B. Each shall be elected by the General Membership.
- C. President, Secretary, shall serve a two (2) year term, elected during ODD years, and Vice President, Treasurer, and shall serve a two (2) year term, elected during EVEN years.
- D. Directors shall serve a one (1) year term.

#### Section 2. DUTIES AND RESPONSIBILITIES

The Board of Directors is responsible for conducting the day-to-day business of CMM. No director or officer of CMM shall be personally liable for the acts, debts, liabilities, or obligations of CMM.

##### A. PRESIDENT.

- a. The President shall be the principal executive officer of CMM and shall have such powers and responsibilities as set forth in these bylaws.
- b. The President shall be the presiding officer at all meetings of the membership and of the Board of Directors.
- c. The President shall be a signatory on all financial accounts.
- d. The President cannot assume the responsibilities & duties of Treasurer.

##### B. VICE PRESIDENT.

- a. The Vice President shall preside in the absence of the President at meetings of the membership and of the Board of Directors.
- b. Shall assist the President in the performance of duties & able to help with all other positions.

##### C. SECRETARY.

- a. The Secretary shall keep all the minutes for the Board meetings and/or special meetings.
- b. The Secretary shall be responsible for correspondence (or delegation of) and recording and acting in the capacity of Corporate Secretary in all corporate matters.

- c. The Secretary shall record any club safety issues.
- d. This office may be combined with that of Treasurer or Director Duties.

#### D. TREASURER.

- a. The Treasurer shall keep all financial records for CMM in such a manner that they can be continued from year to year and shall cooperate with the Financial Committee in conducting the annual financial review.
- b. The Treasurer shall receive and record all club money.
- c. The Treasurer shall keep all records regarding insurance.
- d. Shall file the necessary paperwork yearly to maintain official Club status with the State of Colorado.
- e. The Treasurer shall prepare, and file financial reports as required by state and federal governments, including tax returns.
  - i. Copies of each report shall be filed with the Secretary after approval by the Board of Directors.
- f. The Treasurer shall be a signatory on all financial accounts of CMM.
- g. The position of Treasurer may be combined with that of the Secretary.

#### E. DIRECTOR POSITIONS

There shall be five (5) director positions. Directors shall serve in the following capacities, combination of, or other duties as assigned:

- a. Sponsorships & Fundraising:
  - i. Manage sponsorship and fundraising efforts.
- b. Equipment Manager:
  - i. Inventory management, repair, update, or purchase of new equipment.
  - ii. Coordinate with RGO's to ensure that all required equipment is transported to race/event sites as needed.
- c. Communications Manager:
  - i. Manage responsibilities associated with membership drives, website, social media, public relations, and provide newsletter contributions.
  - ii. Coordinate with RGO's for race promotions. (Newspaper, Flyers, Radio, social media...)

iii. Delegate activities to support efforts, as needed to active members.

d. Outreach & Education:

- i. Act as Community liaison.
- ii. Coordinate with RGO's for race education materials. (Posters, brochures, pamphlets, etc.)
- iii. Provide Newsletter contributions.
- iv. Manage internal and external education.

e. Race & Events Coordinator:

- i. Manage activities associated with organizing and scheduling races and events.
- ii. Publish a tentative race schedule no later than September 30 and a final schedule no later than *October* 30 for publication in the next scheduled Newsletter.
- iii. Shall also have the authority to contract with any Race Giving Organization (RGO – See Article VIII) and provide guidance and assistance that might be needed in planning and executing such race.
- iv. The Events Coordinator shall make sure that all paperwork (including permits & insurance) is complete and in place before each race. Race Coordinator shall either execute or coordinate these tasks and keep records of all tasks completed for the next season.

Section 3. VACANCIES.

- A. A vacancy in the Presidency will be filled by that of the Vice President.
- B. Any other office shall be filled by appointment of the President.
- C. The officer or director so appointed shall serve for the remainder of the unexpired term.

**ARTICLE VII**

**COMMITTEES & APPOINTMENTS**

Section 1. SPECIAL COMMITTEES

- A. The Board may appoint special committees when circumstances arise and are deemed necessary.

Section 2. STANDING COMMITTEES



The President shall annually appoint chairpersons before the end of March for the following standing committees:

**A. NOMINATING COMMITTEE**

- a. The Nominating Committee shall be comprised of two directors and at least two other CMM members.
- b. The Committee shall report to the secretary with nominations for each position to be voted upon at the Annual Meeting.

**B. FINANCIAL COMMITTEE**

- a. The Financial Committee shall be comprised of two members.
- b. The Committee shall, at the end of each fiscal year, review the income and expenses for CMM with the cooperation of the treasurer.
- c. The treasurer shall not be a member of this committee but shall serve in an advisory capacity.
- d. The Committee shall report on the financial condition of the club and give its recommendations for next year's budget to the Board of Directors at the Annual Meeting.

**Section 3. CLUB HISTORIAN**

The historian shall keep a digital/scrap book containing photographs, newspaper clippings, and other items of historical interest about CMM and the sport of sled dog racing.

**ARTICLE VIII**

**DEFINITIONS**

**Race Giving Organizations (RGO)**

- Is defined as any person or persons responsible for putting on a Sled Dog Race. - The RGO shall appoint a race marshal.
- The RGO shall coordinate with the Events Coordinator in getting Permits and Insurance for the race.
- Responsible for Entry forms, advertising, and overall financial responsibility of expenses (including prizes / purse)

**Race Marshal**

- Race Marshal shall have overall responsibility for the management and conduct of the race.

- Race Marshal shall appoint such officials as deemed necessary, such as a trail boss, a chief timer, a chief recorder, a race secretary, and race stewards.
- The Race Marshal shall be approved by the Events Coordinator, be given a copy of the CMM race rules and be familiar with them.

## **ARTICLE IX.**

### **CHANGES TO BYLAWS**

Changes to these bylaws may be proposed by either the Board of Directors or by a written motion, properly signed and seconded from the general membership. An affirmation vote of two-thirds (2/3) of the entire Board will cause the amendment to be effective.

## **ARTICLE X**

### **ANIMAL CARE & WELFARE POLICY**

Cruelty to/or inhumane treatment of dogs is hereby recognized to be a conduct prejudicial to the best interests of “Colorado Mountain Mushers” and to the best interest of the sport of sled dog racing. Pursuant to the Articles of Incorporation and the Bylaws of “Colorado Mountain Mushers” any cruelty or mistreatment of dogs are punishable by suspension or expulsion from the club and all of its activities. These include all races, voting in elections and any other functions that the club may be involved in. Any allegation of abuse or cruelty shall be presented to the Board for review. The Board shall notify, in writing, the person under review and give them a chance to respond to or rebuke evidence presented to the Board. Upon hearing both sides the Board shall decide if suspension or expulsion is deserved.

A conviction or admission in a court or tribunal of competent jurisdiction or a finding by a State or Federal administrative agency for cruelty to animals, inhumane treatment of animals or similar offenses involving inhumane or cruel treatment of dogs shall be deemed conclusive proof and subject to sanctions. NOTE: A violation of a county zoning regulations does not necessarily constitute cruel or inhumane treatment of dogs. If such a conviction is reversed or vacated on appeal, and there is no further prosecution of the charges, and CMM is presented with proof of same, the person’s privileges with CMM shall be reinstated.

## **ARTICLE XI**

### **AGGRESSIVE DOG POLICY**

CMM events involve spectators, volunteers, other mushers, and race officials who are around and sometimes helping with our dog teams. CMM is dedicated to fostering a safe environment, and therefore cannot allow dogs who are aggressive towards humans or other dogs at any club events. It is important to distinguish between aggressive behavior, and “normal” behavior brought on by the

excitement of a race, which may also include growling, baring teeth and jumping excitedly. All reports of aggressive dogs will be investigated by a delegate of the Board of Directors.

A report of suspected dog aggression must be made in writing to the CMM Board by someone who observed the aggressive act firsthand and within one week of the incident. Details on the situation leading up to the incident should be given if possible. A delegate from the Board will inform the driver or owner of the dog that a concern has been filed, at which time the driver or owner may submit a written statement regarding an explanation of the situation and any mitigative measures that will be taken to ensure the dog will not be aggressive in the future. If the Board delegate finds the concern to be valid, the Board will recommend appropriate action, which may include banning the dog in question from future CMM events for no longer than a 5-year period.

Any decision made by the Board will be conveyed to the dog's owner and recorded with the CMM Secretary.

Any report of a dog bite involving a human will be reviewed by the Board. The dog's history, any extenuating circumstances, and the nature of the bite will be taken into consideration.

#### **ARTICLE XII.**

##### **PUREBRED CLASSES**

In CMM purebred classes, only American Kennel Club (including ILP numbers) and Canadian Kennel Club registered northern breed dogs may be considered eligible for purebred awards.

#### **ARTICLE XIII.**

##### **DISSOLUTION**

CMM may be dissolved at any time with the written consent of not less than two-thirds (2/3) of the current members. In the event of the dissolution of CMM, whether voluntary or involuntary or by operation of law, none of the property of CMM or any proceeds thereof, nor any assets of CMM shall be distributed to any members of CMM. After payment of the debts of CMM, its property and assets shall be given to a charitable organization as qualified under Internal Revenue Code Section 501(c)(3) or any similar future revenue law for the benefit of dogs, to be selected by the Board of Directors.

#### **ARTICLE XIV.**

##### **ORDER OF BUSINESS**

Any matter not defined in these bylaws will be governed by "ROBERT'S RULES OF ORDER, NEWLY REVISED"

APPROVED AS TO FORM:

Date: December 28, 2023

In Secretary vacancy, President: Molly Cushing