

**CONSTITUTION AND BY-LAWS  
WATCHUNG AMATEUR SKI CLUB**

Revised - June 2011  
Mark A. Mintz  
President

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# CONSTITUTION

## ***ARTICLE I – NAME***

The name of this organization shall be the "Watchung Amateur Ski Club" (herein referred to as the "Club").

## ***ARTICLE II - PURPOSE AND ACTIVITIES***

The purpose of the Club shall be to promote, foster, and perpetuate the sport of skiing in all its branches and do this with dignity and honor.

## ***ARTICLE III – MEMBERSHIP***

### **Section 1 – Classes**

There shall be four classes of membership: Honorary, Active, Junior, and Associate. Membership shall be granted as provided in the by-laws and shall not discriminate against any person on the basis of race, creed, color, religion, national or ethnic origin, origin, sex, sexual preference, marital status, age or physical ability.

### **Section 2 – Honorary**

Honorary membership shall be considered the highest honor the Club can bestow.

### **Section 3 – Active**

Active members shall be the only members eligible to vote, introduce motions, hold office, act as Executive Council members, or chair a committee.

### **Section 4 – Junior**

Junior membership may be granted to persons who have not passed their eighteenth birthday and whose parent, legal guardian or, sponsoring relative is an Active Member of the Club.

### **Section 5 – Associate**

Associate membership may be granted to former Club members who are no longer active skiers, or who have changed their residence, yet wish to maintain nominal contact with the Club; or to the non-skiing spouses, partners, or family of current Active members.

### **Section 6 - Rescinding Memberships**

Any membership in the Club may be rescinded for good and sufficient reasons as provided in the By-Laws.

## ***ARTICLE IV - DUES AND FEES***

Annual dues and fees shall be determined by the method prescribed in the By-Laws as also the penalty for non-payment of such dues and fees.

## ***ARTICLE V – MEETINGS***

### **Section 1 - Annual Business Meeting**

An annual business meeting shall be held during the month of April, at which time the officers for the ensuing year shall be elected.

### **Section 2 - Regular Business Meetings**

Any other business meeting may be held at the call and discretion of the Executive Council, the President, or the membership, as provided in the By-Laws.

## ***ARTICLE VI - EXECUTIVE COUNCIL***

### **Section 1 – Purpose**

The administrative duties of the Club shall be vested in the Executive Council.

### **Section 2 – Membership**

The Executive Council shall consist of the elected Officers of the Club, two Members-at-large as provided by the By-Laws, and the Chairs of the six (6) standing committees.

## ***ARTICLE VII – OFFICERS***

### **Section 1 – Positions**

The Officers of the Club shall be a President, Vice-President, Corresponding Secretary, Recording Secretary, and Treasurer.

### **Section 2 – Duties**

The duties of the Officers shall be fixed in the By-Laws.

### **Section 3 – Vacancies**

In the event a vacancy occurs in any of the offices, the Executive Council shall fill the vacancy by appointment from among the membership.

## ***ARTICLE VIII - STANDING COMMITTEES***

### **Section 1 – Positions**

The Standing Committees of the Club shall be Instruction, Competition, Entertainment, Membership, Safety, and Trip.

### **Section 2 – Duties**

The duties of the Standing Committees shall be fixed in the By-Laws.

## ***ARTICLE IX - BOARD OF TRUSTEES***

The Board of Trustees shall consist of the Officers of the Club and one (1) member of the Executive Council so designated by its membership.

## ***ARTICLE X – ELECTIONS***

### **Section 1 - Elected Offices**

The Officers of the Club shall be elected at the annual business meeting. The Members-at-large to the Executive Council shall be elected at the same meeting, immediately subsequent to the election of Officers.

### **Section 2 – Succession**

The electees, Officers and Members-at-large, shall succeed to office at the start of the new fiscal year (July 1).

## ***ARTICLE XI – AMENDMENTS***

This constitution may be amended at any duly constituted meeting of this organization by a two-thirds vote of all Active members voting thereat, provided a copy of the proposed amendment shall have been mailed, emailed, or sent by other commonly accepted means such that it reaches all Active members of the Club prior to the business meeting next preceding the meeting at which balloting will be conducted.

## ***ARTICLE XII – AWARDS***

### **Section 1 - Ten-year Members**

A member, upon completion of ten years of active membership, shall be given a commemorative pin. At increments of ten years thereafter, the member will be awarded an appropriate commemorative pin and will be asked to return any previously provided commemorative pins to the Club.

## **Section 2 - Thirty-year Members**

A member, upon completion of thirty years of active membership, shall receive a gold membership card and shall be entitled to maintain Active membership status, dues free, as long as he/she pays other required fees as fixed in the Bylaws.

# **BY-LAWS**

## ***ARTICLE I – PROCEDURES***

### **Section 1 - Robert's Rules**

Procedures for all business meetings of the Club shall be governed by "Robert's Rules of Order."

### **Section 2 - Order of Business**

The order of business for all meetings shall be as follows:

- A. Call to Order
- B. Introduction of Guests
- C. Reading of Minutes
- D. Correspondence Report
- E. Treasurer's Report
- F. Report of Committees
- G. Call for New Business
- H. Old Business
- I. New Business
- J. Adjournment

## ***ARTICLE II - PURPOSE AND ACTIVITIES***

The activities of the Club shall be:

- A. To promote a cooperative spirit among its members so that the fullest benefits may be derived by all.
- B. To cooperate in the development of skiing and ski facilities.
- C. To arrange instruction for its members and improve individual technique.
- D. To secure privileges for its members.
- E. To encourage membership in recognized ski organizations.
- F. To participate in and encourage competition among the members of the Club and other similar clubs.

## ***ARTICLE III – MEMBERSHIP***

### **Section 1 – Honorary**

Honorary membership shall be granted to candidates endorsed by the Executive Council and elected by a unanimous vote of the Active members of the Club at any duly assembled business meeting.

## **Section 2 – Active**

Invitation to Active membership may be extended only by the Executive Council upon recommendation by an Active member in good standing. Active membership shall be extended only to active skiers and snowboarders who have shown their interest in the sport of skiing and/or snowboarding and in the Club, by having:

- A. Attended, as guest, at least three Club business meetings during the immediately preceding twelve month period, or in cases where this is not possible, participated in any three (3), in any combination, of the following Club functions during the immediately preceding 12 month period:
  - Attend one (1) additional ski trip (in addition to the 3 in Section B below).
  - Attend one (1) or more Club Scheduled Activities such as hikes, bike rides, etc. with 10 or more Active members
  - Attend one (1) or more Club Scheduled Social Events such as the Birthday party, Annual Banquet, Dinners, etc. with 10 or more Active members
  - Work at one (1) or more Club Scheduled Events such as Street Fairs, Open House, assist on a Bus Trip, assist at a Social Event, etc.
- B. Skied or snowboarded three (3) days with ten (10) Active members during the immediately preceding twelve month period, and
- C. Passed a basic Alpine or Nordic Ski or Snowboard proficiency test approved and administered by the Safety Committee.

## **Section 3 – Junior**

Invitation to Junior membership is open to all children under the age of eighteen and are the children of Active members, or who's legal guardian or, sponsoring relative is an Active Member of the Club. Junior membership will automatically be converted to Active membership on the Junior member's eighteenth birthday and successful completion of the Club proficiency test.

## **Section 4 – Associate**

Upon application, Associate membership may be granted by the Council to:

- Active members who are no longer active skiers or who have changed their residence to a location which precludes their active participation in Club functions
- Non-skiing spouses, partners, or family of current Active members who have attended at least three (3) Business meetings.

The members of the Executive Council by majority vote can appoint an Associate member to Chair any non-ski or non-snowboard specific committee.

## **Section 5 – Reinstatement**

Former Club members who have permitted their membership to lapse may be reinstated by the Executive Council. Lapsed memberships may be reinstated as Active memberships only.

## **Section 6 – Revocation**

For actions detrimental to the welfare of the Club, for unsportsmanlike conduct on the part of a club member, or for any other good and sufficient reason, the Executive Council (by a unanimous vote of the acting quorum) may request that a member in question resign from the Club. If, following such a request, the member in question fails to submit a resignation, the Executive Council may submit a resolution to the general membership that the membership in question be rescinded. A three-quarter vote of the membership present and voting shall be required to rescind a membership and all dues and fees paid for the current season must be refunded to the member thus affected. Action to rescind an individual membership may also be initiated by the general membership.

## **Section 7 – Invitation**

Upon receiving invitation to membership, the candidate must pay his/her dues within sixty (60) days, after which time the invitation shall be revoked.

## **Section 8 - Race Participation**

Only Honorary, Active and Junior members may compete in the annual Club races or represent the Club in any other race.

# ***ARTICLE IV - DUES AND FEES***

## **Section 1 - Payment Schedule**

All dues and fees as outlined in the following Sections shall be due and payable on November 1st of each year, or at the time invitation to membership is extended by the Executive Council. Members whose dues are in arrears by December 1st shall be notified that unless payment is received by December 15th, they shall be dropped from membership.

## **Section 2 – Honorary**

The Honorary membership shall be exempt from all dues and fees.

## **Section 3 – Active**

Annual dues and fees for Active, Associate, and Junior membership shall be proposed by the Executive Council at the first business meeting of the current year. It shall then be presented to and approved by a two-thirds majority of the Active membership in attendance at the first business meeting at which there is a quorum present.

## **Section 4 – Junior**

The Junior membership annual dues shall be a minimum of one dollar (\$1.00).

## **Section 5 – Associate**

The Associate membership annual dues shall be a minimum of one dollar (\$1.00).

## **Section 6 - Initiation Fee**

An initiation fee (minimum \$3.00) payable with the initial dues at the time membership is granted, shall be charged each Active member. However, there shall be no initiation fee for a Junior member advancing to Active membership, nor for an Active member changing to Associate.

## **Section 7 - Reinstatement Fee**

Reinstatement of a lapsed membership will require the payment of a reinstatement fee of a minimum of two dollars (\$2.00), except in the case of a reinstatement of a Junior membership, which will have no reinstatement fee.

# ***ARTICLE V – MEETINGS***

## **Section 1 – Schedule**

A schedule of regular business meetings shall be published by the executive council as early in the season as possible.

## **Section 2 – Notification**

The Corresponding Secretary shall notify each member of such meetings. The notice of the annual business meeting shall be mailed, emailed, or delivered by other commonly accepted means such that it reaches all Active members of the Club THREE (3) WEEKS PRIOR TO THE MEETING, and shall indicate the slate of Officers nominated by the committee for that purpose.

## **Section 3 - Call for Meeting**

Additional business meetings may be called at the discretion of the Executive Council or the President.

## **Section 4 - Petitioned Meetings**

It shall be obligatory on the part of the President or Executive Council to call a business meeting if the President or Council is presented with a written petition requesting a meeting and signed by ten (10) Active members.

## **Section 5 – Quorums**

A quorum for a business meeting shall consist of NOT LESS THAN ONE-FIFTH (1/5) OF THE ACTIVE MEMBERSHIP, except for the purpose of voting on an amendment to the Constitution and By-Laws, then a quorum shall consist of NOT LESS THAN ONE-THIRD (1/3) OF THE ACTIVE MEMBERSHIP.

# ***ARTICLE VI - EXECUTIVE COUNCIL***

## **Section 1 - Members-at-Large**

Two Members-at-large shall be elected to the Council at the annual business meeting subsequent to the election of Officers, unless the President is succeeded in Office. In such a case, the succeeded Officer shall automatically become a Member-at-large and the election shall be only for one other Member-at-large as is necessary to total two (2).

## **Section 2 – Vacancies**

If a Member-at-large is appointed as Chair of one of the six (6) Standing committees, the vacancy shall be filled by appointment in the same manner as appointment of the Committee Chair.

## **Section 3 – Appointments**

At the first council meeting of the fiscal year (July 1 to June 30), the elected members of the Council shall APPOINT CHAIRS TO THE SIX (6) STANDING COMMITTEES.

## **Section 4 – Duties**

It shall be the duties of the Executive Council to:

- A. Control and manage the policies, actions, and properties of the Club.
- B. Approve expenditures of moneys not to exceed two-hundred-fifty dollars (\$250.00) per item.
- C. Arrange and publish a schedule of business meetings.
- D. Arrange competitions, outings, and social gatherings.
- E. Submit to the general membership for their action resolutions relative to policy, expenditures, etc.
- F. Limit active and junior memberships to such numbers as the Club can effectively administer, except that such limits shall not apply to the reinstatement of lapsed memberships.

## **Section 5 – Meetings**

The Executive Council shall meet at its own discretion, or at the President's call.

## **Section 6 – Quorum**

At any meeting of the Council, seven (7) members shall constitute a quorum.

# ***ARTICLE VII – OFFICERS***

## **Section 1 – President**

The President shall:

- Preside at all meetings of the Club and of the Executive Council.
- Appoint a Nominating Committee who shall present a slate of Officers for the annual business meeting.

- Appoint an Auditing Committee who shall audit the financial records of the club at the close of the Fiscal Year (July 1 to June 30) and prior to filing the Federal/State Non-Profit information returns.
- Appoint such special committees as shall be deemed advisable.

## **Section 2 - Vice-President**

The Vice-President shall:

- Assist the President in his/her duties.
- Perform the President's duties in his/her absence.
- Succeed to the President's office in case of a vacancy therein.

## **Section 3 - Corresponding Secretary**

The Corresponding Secretary shall:

- Be responsible for all external correspondence of the Club except such correspondence as is the proper function of the Officers or Committees.
- Check quorums at all meetings.
- Issue notices of meetings.
- Provide the Department of Parks and Recreation with current membership lists.
- Preside at meetings if the President and Vice-President are absent.

## **Section 4 - Recording Secretary**

The Recording Secretary shall:

- Keep the minutes of all meetings.
- Keep records of all transactions of the Club.
- Preside at Club meetings if the President, Vice-President and Corresponding Secretary are absent.

## **Section 5 – Treasurer**

The Treasurer shall:

- Propose a budget for the current year at the first business meeting. This budget shall be presented to and approved by a two-thirds (2/3) majority of the Active membership in attendance at the first business meeting at which there is a quorum present.
- Receive all moneys due the Club from all sources.
- Disperse such moneys as are lawfully directed by the Executive Council or general membership and record such approval on invoice, voucher or check.
- Keep accurate records of all monetary transactions, deposit such moneys as directed by the Council, and submit a verbal report at each Council and business meeting.
- Notify, by November 1, all members regarding payment of dues and fees, and re-notify, after December 1 and prior to December 15, those members who are delinquent.
- Keep and report a tally of paid members.
- Assist the Auditing Committee in its verification of the books of the club.
- Prepare and file all necessary Federal and State information returns in an accurate and timely manner.
- Preside at meetings in the absence of all other officers.
- All checks shall be signed by the Treasurer and counter-signed by one other Officer so empowered.

## ***ARTICLE VIII - STANDING COMMITTEES***

### **Section 1 – Positions**

Each Standing Committee shall consist of the Chair and such members as he/she shall appoint. The Chair may appoint sub-chairs and sub-committees to assist in the proper functioning of the committee.

### **Section 2 – Instruction**

The Instruction Committee shall arrange instruction classes and periods, obtain instructors, and, in general, cultivate the skiing technique of the members.

### **Section 3 – Competition**

The Competition Committee shall endeavor to develop competitive spirit and ability among members. It shall plan and arrange for skiing competitions within the Club and with other organizations.

## **Section 4 – Entertainment**

The Entertainment Committee shall plan and arrange for all social entertainment and Club programs including the procurement of suitable movies.

## **Section 5 – Membership**

The Membership Committee shall arrange all publicity for the Club and develop the membership as deemed advisable by the Executive Council.

## **Section 6 – Safety**

The Safety Committee shall endeavor to develop safe skiing among members of the Club and shall approve and administer the proficiency test.

## **Section 7 – Trip**

The Trip Committee shall arrange and promote ski trips as deemed advisable by the Executive Council.

## ***ARTICLE IX - BOARD OF TRUSTEES***

The Board of Trustees will concern itself exclusively with the incorporation of the Club.

## ***ARTICLE X – ELECTIONS***

### **Section 1 - Nominating Committee**

A Nominating Committee, appointed by the President, shall submit a slate of nominations sufficiently early to be published in the notice of the annual business meeting. Additional nominations may be made from the floor at the annual meeting.

### **Section 2 - Election of Officers**

Officers of the Club may be elected only by a majority of the votes cast. In case several members are nominated for an Office and no one of them receives a majority vote, a second ballot shall be cast after deleting from the nominees that person receiving the least number of votes on the first ballot. If necessary, a third and succeeding ballot may be taken in a like manner until one nominee receives more than one-half (1/2) the votes cast.

### **Section 3 - Election of Members-at-Large**

Members-at-large for the Executive Council shall be nominated and voted for simultaneously. Each member shall cast a ballot with as many names as there are vacancies to be filled. The nominees, up to the number of vacancies, receiving the highest number of votes shall be considered elected. In case a tie vote of two (2) or more nominees affects the result of the election, a second ballot shall be taken only on those nominees who are tied and for the number of vacancies yet remaining. A third and subsequent ballot may be taken in like manner if necessary.

### **Section 4 – Proxies**

An Active member in good standing, being absent from the annual business meeting, may vote by proxy provided such proxy is designated in writing and such appointment is submitted to and recorded by the Recording Secretary prior to balloting.

## **Section 5 – Voting**

All voting shall be by written ballot, except when the entire slate is accepted unanimously. In such a case, the Recording Secretary shall cast a single vote of acceptance.

## **ARTICLE XI – AMENDMENTS**

These By-Laws may be amended at any duly constituted meeting of the Club at which a quorum is present, by a two-thirds (2/3) vote of all Active members voting thereat, provided a copy of the proposed amendment shall have been mailed to reach all Active members of the Club prior to the business meeting next preceding the meeting at which balloting will be conducted.

## **STANDARD RACE RULES**

Standing Rules for picking New Jersey Ski Council Ski Slalom Competition:

1. The team shall be picked directly from tryouts.
2. The skier must attend two (2) out of four (4) tryouts to be considered for the team. If a skier makes more than two (2) tryouts, his best runs will be considered.
3. Tryout dates will be set and made known by the annual meeting. Notice shall be sent out two (2) weeks prior to the tryouts as a reminder.

The following are STANDARD RACING RULES for Snow Skiing:

1. The team for New Jersey Slalom Race shall be selected according to the FIS point scoring system.
2. At least five (5) time trials will be held from the day of the state race until the time the team is to be selected for the following year's race.
3. In order to qualify for the team, three (3) of these time trials must be attended.
4. The three (3) best times will be used in determining a racer's final standing. In the event that only three (3) time trials can be held, a racer will be eligible if he has made two (2) computable times. However, a third (3) time will be established for him by adding twenty (20) points to the sixth (6) place time in the trial for which he has not established a time. (INCLUDES: DNF - DNS - DISQ)
5. The Club Outing and any inter-club races will count as time trials.
6. Notice will be sent out in the monthly flyer and also made at meetings as to the time and place of the time trials and practices. A tentative schedule of time trials will be published by the first meeting of the new season. The place

shall be where the most Club members will be. In any event, at least two (2) weeks prior notice must be given for all time trials.

7. Practice will be held weekly.

## ***CERTIFICATE OF INCORPORATION OF THE WATCHUNG AMATEUR SKI CLUB***

This is to certify that the undersigned do hereby associate themselves into a Corporation under and by virtue of the provisions of an act of Legislature of the State of New Jersey entitled "An Act of Incorporate Associations not for Pecuniary Profit" approved April twenty-first, 1898, (R.S. of New Jersey 1937 15:1-1 etc.) and the several supplements thereto and acts amendatory thereof, for the purpose hereinafter mentioned, and to that end they do by this certificate set forth:

FIRST: The name of the Corporation is WATCHUNG AMATEUR SKI CLUB.

SECOND: The location of its principal office is at 5 Broad Street, Elizabeth, New Jersey, and the name of the agent therein and in charge thereof and upon who process against the corporation may be served is Leo B. Wojcik.

THIRD: The purposes for which this corporation is formed are:

- A) To promote a cooperative spirit among its membership so that the fullest benefits can be derived by all.
- B) To cooperate in the development of skiing and skiing facilities.
- C) To sponsor free skiing instruction for its members and elevate individual technique.
- D) To secure privileges for its members such as lectures, discounts and skiing facilities.
- E) To encourage membership.
- F) To participate in, and encourage competition among the members of the organization, and with other similar clubs.
- G) To maintain a Club Room or other suitable headquarters exclusively for use of its members for the furtherance of the above enumerated purposes, and for various activities.
- H) To enjoy all the rights and privileges accruing under and by virtue of the act hereinabove referred to.

FOURTH: The number of Trustees shall be five (5) and the names of the Trustees elected for the first year are:

William R. Frutchey, President  
1022 Monroe Avenue  
Elizabeth, New Jersey

Richard E. Wade, Vice-President  
55 Mading Terrace  
Hillside, New Jersey

Erling Omland, Secretary  
424 Stockton Avenue  
Roselle, New Jersey

Horace Beazlie, Treasurer  
5 Sinclair Avenue  
Union, New Jersey

William Blanchard  
58 Blanchard Road  
South Orange, New Jersey