OKC Ski Club – Bylaws

ARTICLE I PURPOSE AND NAME:

SECTION 1. NAME:

This organization shall be known as The Oklahoma City Ski Club, Inc. and herein after referred to as the Club.

SECTION 2. PURPOSE:

Be it hereby enacted that The Oklahoma City Ski Club, Inc. shall operate as a non-profit social and recreational club within the meaning of Section 501(c)(7) of the Internal Revenue Code of 1954 as amended, (or the corresponding division of any future United States Internal Revenue law) and shall operate and exist in the Oklahoma City metropolitan area for the primary purpose of promoting interest, participation and safety in the sport of snow skiing and other sports, and participation in social activities.

ARTICLE II MEMBERSHIP:

SECTION 1. QUALIFICATIONS:

Persons having an interest in the activities of the Club and being of good character shall be reviewed by the Executive Committee as members of the Club. A person must be 18 years of age to be eligible for membership except in the case of married couples; if either is at least 18 years of age, then the other is eligible for membership. Race, religion, national origin, gender or sexual orientation of the applicant shall not be a factor.

SECTION 2. APPLICATION AND ACCEPTANCE:

An online application for membership must be completed by an interested applicant and submitted with full payment of dues to the Executive Committee for membership approval. He or she shall remain a member for a year after he or she is approved for membership by the Executive Committee or until dues become past due, resignation, or removal for cause by the Executive Committee or these bylaws. Each year a member will renew his or her request to the Executive Committee to remain a member another year by paying his or her yearly dues. Membership, including renewals, may be denied or revoked by the Executive Committee if the Executive Committee, in its sole discretion, believes the membership will hinder or negatively impact the purpose, officers or employees of the Club. Any denial,

revocation or renewal of an applicant or member will be by majority vote of the Executive Committee.

SECTION 3. SINGLE MEMBERSHIP:

A. A single person 18-20 years of age, having made application and paid the annual dues and having been approved by the Executive Committee shall constitute a single membership; and shall be entitled to one (1) vote and to serve on Club committees.

B. A single person 21 or over, having made application and paid the annual dues and having been approved by the Executive Committee shall constitute a single membership; and shall be entitled to one (1) vote, to serve on Club committees, to act as a Committee Chairman, Trip Captain, or serve as a Club Officer.

SECTION 4. FAMILY MEMBERSHIP:

A. Married couples, 18-20 years of age having made application, paid the annual dues in full and having been approved by the Executive Committee shall constitute a family membership; and shall be entitled to one (1) vote each and to serve on Club committees.

B. Married couples 21 or over, having made application, paid the annual dues in full and having been approved by the Executive Committee shall constitute a family membership; and shall be entitled to one (1) vote each and to serve on Club committees, act as a Committee Chairman, Trip Captain or serve as a Club Officer.

C. The children, under 18 years of age, of regular family members shall be considered part of the parent's membership but will have no voting privileges and may not serve on any Club committee or hold office. Family member children may participate in Club trips, but must be accompanied by a member parent or parent authorized guardian on any Club sponsored trip or activity. The Club reserves the right to exclude children of member families at certain functions and trips.

D. A single parent with children, having made application and paid the annual dues in full and having been approved by the Executive Committee shall have the same privileges as listed for family memberships in Article II, Section 4, A, B and C, except this person shall be entitled to only one (1) vote.

SECTION 5. WILDCARD MEMBERSHIP:

A. A single person 21 or over, having made application and paid the annual dues and having been approved by the Executive Committee shall constitute a membership and shall be entitled to one (1) vote, to serve on Club Committees, to act as a Committee Chairman, Trip Captain, or serve as a Club Officer.

B. The Wildcard Member is authorized to be accompanied by one (1) guest to any Club activity at no additional membership charge.

SECTION 6. DISCIPLINARY ACTION:

Any member may be expelled or suspended from the Club by a majority vote of the Executive Committee after written charges have been presented by a member or members to the Executive Committee. However, any member being expelled or suspended because of written charges having been presented by a member or members is to be sent a written notification by registered mail. Within thirty (30) days after receiving notification, the member can file an objection with the Executive Committee for reconsideration. The Executive Committee's decision on reconsideration will be final.

ARTICLE III DUES:

SECTION 1. FISCAL YEAR:

The fiscal year shall be from May 1 through April 30. Members shall renew membership annually with payment of dues.

SECTION 2. METHOD OF PAYMENT:

Annual dues shall be processed through the Club Website.

A. Membership dues are to be set annually by the Executive Committee.

ARTICLE IV OFFICERS:

SECTION 1. DEFINITION:

The Officers of the Club shall be the President, Vice President of Club Operations, Vice President of Trips, Treasurer, Vice President of Summer Activities, and Secretary.

SECTION 2. ELECTION:

A. Time: The election of officers shall be held in the spring by the last regular Club meeting of the year.

B. Method: There shall be a Nominating Committee consisting of the following members: the immediate past President, who shall be Chairman with one (1) vote; the current President who shall serve as a member of the Committee but without the privilege of a vote; the other members of the committee shall be appointed by the current President and

each of such members shall have one (1) vote in the nominating process; provided, that if the immediate past President shall appoint another person to serve as Chairman, and the Chairman shall have one (1) vote. The committee shall consist of at least five (5) and no more than seven (7) voting members. This committee shall present a slate of nominees to the Executive Committee. Upon approval of nominees by Executive Committee and approval of nominees and their consent to serve, notification of such nominations will be posted to the Club Website prior to the next to the last regular meeting. Additional nominations of persons consenting to serve may be submitted in writing to the Executive Committee before the next to last regular scheduled meeting. All nominees shall be presented to the membership prior to the election of officers. At the last regularly scheduled meeting of the membership, Officers of the Club shall be elected by a majority vote of those members present who have voting privileges.

C. Term: Term of office shall be for the Club's fiscal year or until successors are elected. In the event of failure or inability of an officer to perform his duties incident to the office, the Executive Committee shall have the authority to declare the office vacant and appoint a successor to serve until the next regular election.

SECTION 3. BONDING:

The Executive Committee shall determine the amount of bond and/or insurance for such Club personnel as may in their opinion, require bonding or insurance. Premiums on such bond and insurance shall be paid by the Club.

SECTION 4. SIGNATURES:

All checks and orders shall be signed by one (1) of the eligible officers: President, Vice President of Club Operations, Vice President of Trips, Secretary, Treasurer or persons designated by the Executive Committee. All contracts, notes, deeds, leases and other instruments that bind the Club shall be signed by either the President, Vice President of Club Operations, or Vice President of Trips following approval of the Executive Committee.

SECTION 5. RIGHTS AND DUTIES OF OFFICERS:

A. President: The President shall preside at all meetings of the Executive Committee and general membership meetings and shall perform the following duties:

a. Appoint chairmen of all committees for the various activities of the Club, unless otherwise ordered by the Executive Committee.

b. Supervise management of the affairs of the Club.

c. Insure election of officers.

B. Vice President of Club Operations: In the absence of or at the request of the President, the Vice President shall officiate and perform all duties incumbent upon the President.

a. Determine dates and places for meetings, parties, and special events and submit to the Executive Committee for approval.

b. Ensure all facilities, programs, refreshments, etc. are in order for all meetings and special events.

C. Vice President of Trips: Shall preside at all meetings and other Club functions in the absence of the President and Vice President of Club Operations.

a. Plan and set up all ski trips and schedules for Club trips and submit to the Executive committee for approval.

b. Select all trip captains and inform them of the ski trip policies and proper procedures.

c. Formulate pricing and policies for all Club trips and submit to the Executive Committee for approval.

d. Along with the President and Treasurer, negotiate with transportation companies on price, equipment, schedule and driver.

e. Negotiate with lodges for Club lodging or as assigned by the Vice President of Trips.

f. Keep accurate accounting of trip finances on all trips, with transportation company and trip captains.

D. Treasurer: The Treasurer shall accept and maintain custody of all Club trip monies, special accounts and property; and issue payment of all liabilities, except in the operating account or as otherwise provided.

a. Require reports from other members having custody of Club monies and property so as to reflect the actual worth of the Club in statements.

b. Be prepared to submit a statement of income and expenses at each Executive Committee meeting and submit an annual financial statement in writing.

c. Review all trip accounts and reconcile with bank statements on a monthly basis.

d. Invest idle funds with the approval of the Executive Committee.

E. Vice President of Summer Activities:

a. Shall plan and set up all summer activities and schedules for the Club between the last trip of the ski season through the first trip of the next ski season and submit to the Executive Committee for approval.

b. Select all trip captains and inform them of the Club's policies and proper procedures.

c. Formulate pricing and policies for all Club Summer Activities and submit to the Executive Committee for approval.

e. Along with President and Treasurer, negotiate with transportation companies on price, equipment, schedule, and driver.

f. Negotiate with lodges for Club lodging or as assigned by Vice President of Summer Activities.

g. Shall keep accurate accounting of all activity finances with the trip captain.

F. Secretary: The Secretary shall maintain accurate minutes of all Club Executive Committee meetings.

a. Inform all officers and committee chairmen of meetings and/or special meetings called by the President.

ARTICLE V BOARD OF DIRECTORS:

SECTION 1. DEFINITION:

The Board of Directors shall do all things necessary to promote the business and purpose of the Club in the most efficient manner and in the best interest of the membership.

SECTION 2. MEMBERSHIP:

The Board of Directors shall consist of the three (3) most recent and available past Presidents of the Club and the President.

SECTION 3. PRIVILEGES:

Each director shall serve actively on the Executive Committee and have full privileges of the Executive Committee. (Art. VI, Sec. 4)

SECTION 4. VACANCIES:

If a vacancy exists on the Board of Directors by reason of resignation, death, or otherwise, a successor to hold office for the unexpired term shall be selected from past presidents by a majority vote of the Executive Committee.

ARTICLE VI EXECUTIVE COMMITTEE:

SECTION 1. DEFINITION:

The governing body for the Club shall be the Executive Committee. The Executive Committee shall do all things necessary to promote the business and propose of the Club and apply the assets of the Club to the advantage of their pursuits in the most efficient manner and in the best interest of the entire membership.

SECTION 2. MEETINGS:

The Executive Committee shall meet monthly and/or at other times when called by the President. The presence of five (5) members of the Executive Committee shall constitute a quorum.

SECTION 3. MEMBERSHIP:

The Executive Committee shall consist of the Officers: President, Vice President of Club Operations, Vice President of Trips, Treasurer, Vice President of Summer Activities, Secretary, Board of Directors, standing Committee Chairmen, Legal Advisor, CPA and FSA Delegate.

SECTION 4. PRIVILEGES:

The Executive Committee shall have full power to transact business and apply the assets of the Club for which the Club is organized in order to carry out the purpose of the organization and to provide an Operating Code. Only a member of the Executive Committee shall have the power when present, to vote, and introduce motions at meeting of the Executive Committee.

SECTION 5. DUTIES:

It shall be the duty of each Officer, Director and Committee Chairman to maintain accurate records and transfer those records to his successor prior to May 1.

ARTICLE VII [REPEALED MARCH 2026]

ARTICLE VIII CLUB PROPERTIES AND FINANCE

SECTION 1. PROPERTIES:

Proper procedures shall be instituted and required for the accounting and control of the following club properties.

A. Monies: Cash or equivalent

B. Fixed Assets: Property or equipment used by the Club. Inventory purchased by the Club and held for resale to members, i.e. Club merchandise, etc.

C. Expendables: Supplies or materials normally expended at the time of usage, i.e. items for regular and special meetings, etc.

SECTION 2. AUTHORIZATION FOR CUSTODY:

Club members may be directed to receive and disburse monies and have custody of Club properties only upon authorization of the Executive Committee. Any member so directed to receive monies or property is to maintain adequate and proper records to substantiate the correctness and accuracy of all receipts, disbursements and balance on hand.

SECTION 3. AUTHORIZATION FOR EXPENDITURES:

No member shall obligate the Club to disburse funds without prior approval of the Executive Committee.

A. Expenditures not receiving prior approval, must in all cases be reasonable and necessary to the conduct of Club business and are subject to approval or disallowance by the Executive Committee.

SECTION 4. AUDIT:

An audit of all Club books shall be done within thirty (30) days of the close of the fiscal year by a member of the Club who is appointed by the President and the Executive Committee and who has had no direct control of the Club monies during the current fiscal year.

SECTION 5. DISSOLUTION:

The Club shall be disbanded when two-thirds (2/3) of the voting members present at a meeting specifically called to consider dissolution shall vote to disband. All members shall be given at least ten (10) days written notice of the proposed dissolution which when deposited in the U. S. Mail Service constitutes delivery of notice. Provided, that the dissolution procedure shall follow any requirements of the U. S. Internal Revenue Service code, any future amendments thereto, provided for dissolution of payment of debts and liabilities, all properties of the Club shall be donated to the United States Olympic Fund.

ARTICLE IX OPERATING CODE

SECTION 1. DEFINITION:

The code for conducting the operation of the Club shall be maintained. This code shall be within the scope permitted by these bylaws.

SECTION 2. ENACTMENT:

A. Operating Codes may be enacted by the Executive Committee or by a majority of the voting members present at any regular meeting of the Club.

B. The membership shall be given written notice of any Operating Code provision enacted.

SECTION 3. REVIEW AND REVISION:

It shall be the responsibility of each Executive Committee to review and update the Operating Code. Changes to the Operating Code shall be presented to the membership.

ARTICLE X MEETINGS

SECTION 1. REGULAR MEETINGS:

Regular monthly meeting shall be held from September through March, to transact business as shall properly come before it; at a time and place which is within the Oklahoma City metropolitan area as determined by the Executive Committee. Prior to such meetings written notice shall be given to each member at the last known email address and posted on the Club Website.

SECTION 2. SPECIAL MEETINGS:

A special meeting may be called at any time by the President, Board of Directors or by four (4) or more members of the Executive Committee or upon receiving the written request of twenty (20) voting members. Notice shall specify the purpose of the special meeting and must be given in writing to the voting membership at least five (5) days prior to such a special meeting. Prior to such meetings, written notice shall be given to each member at the last known email address and posted to the Club Website.

ARTICLE XI GUESTS

SECTION 1. ATTENDANCE:

Persons interested in activities of the club are eligible to attend any Club meeting.

SECTION 2. FEES:

Non-members attending any Club sponsored activity or meeting may be charged a guest fee; the fee to be determined by the Executive Committee.

ARTICLE XII PARLIAMENTARY AUTHORITY

In the absence of any provisions to the contrary in these bylaws, all regular meetings of the Club and all meetings of the Executive Committee and committees shall be governed by the parliamentary rules and usage contained in the then current edition of Robert's Rules of Order, Newly Revised.

ARTICLE XIII AMENDMENT OF BYLAWS

SECTION 1:

These bylaws may be amended on the approval of two thirds (2/3) of the members of The Oklahoma City Ski Club present and voting at any meeting of the Club (amendment previously having been approved by the Executive Committee) providing a quorum is present and the proposed amendment has been presented in writing.

SECTION 2. QUORUM:

A quorum at any meeting of the Club shall consist of at least 20% or fifty (50) individual members, whichever is less, of the voting members.

OPERATING CODE

Executive Orders - 1992-93; Amended by Executive Order – 2025-26.

GENERAL:

1. Executive Committee meeting shall be open upon request to any member of the Club.

2. Dues for Club membership shall be as follows:

A. $35.00 - Single Membership

B. $45.00 - Wildcard Membership

C. $45.00 - Family Membership

3. Notice of membership renewal shall be sent out via the last known email address and a reminder posted on the Club Website.

4. Notice of all activities, including meetings, Skier's Night Out ("SNO"), trips, special events, etc., will be posted to the Club Website, social media site and emailed to the members.

5. The following ` Code of Ethics' shall be included in the Trip Captain's letter to passengers on each trip.

Club members will conduct themselves in a mature manner at all times.

Offensive conduct is NOT acceptable. It is considered a discredit to the Club and will not be tolerated.

Possession or illegal usage of narcotics or all other controlled or illicit substances (possession by legally written prescription is excluded) are expressly forbidden on any Club trip or at any Club sponsored function.

Trip Captains and/or Officers, who deem offending participant to jeopardize the well-being and safety of others, may remove the individual from further participation in activity or trip; such as, but not limited to, removal from the premises or from the bus. If the offender does not comply with request, proper law enforcement officers will be called. Offending individual(s) will forfeit all monies paid and permanent loss of Club membership.

6. The Oklahoma City Ski Club may pay annual dues to the Flatland Ski Association at the direction of the Executive Committee.

7. It is considered a conflict of interest and is prohibited for an Executive Committee member or Trip Captain to promote or captain a trip other than a Club trip during ski season.

8. STANDING COMMITTEES: Standing committees of the Club are Hospitality, Publications, Audit, and Membership. Committee Chairmen shall be appointed by the President. Committee members shall be at the discretion of appointed Chairman. (Art. IV, Sec.5) Committee responsibilities should include those duties listed below but are not limited to only those.

HOSPITALITY:

It shall be the responsibility of the Hospitality Committee to act as hosts/hostesses at all Club meetings and function.

A. Greet, assist and make prospective new members feel comfortable and welcome.

B. Develop any project or ideas, with Executive Committee approval, to make members and guests feel more welcome and promote participation in Club activities.

C. Obtain feedback from current members regarding events.

PUBLICATIONS:

It shall be the duty of the Publications Committee to publicize and promote the Club through assisting in the maintenance of the information on the Club Website, managing the social media engagement, and any brochures, posters, flyers, etc., as needed.

Submit an article to the Club Website highlighting a member family, trip captain, new member, etc. of the month.

AUDIT:

It shall be the duty of the Audit Committee to conduct periodic audits of all Oklahoma City Ski Club accounts. An audit of all the club books shall be done periodically. This audit will be performed by a member of the Club who is appointed by the President and who has not had direct control of Club monies during the current fiscal year.

A. Coordinate audits with Treasurer.

B. Submit an annual report to Executive Committee.

MEMBERSHIP:

It shall be the duty of the Membership Committee to promote the Club membership, retain existing members and market the Club to attract new members.

A. Assist at the general meetings with welcoming, recruiting and announcing new members.

B. At each meeting have at least two (2) members at the door to disburse information about the Club and membership.

C. Arrange for registration of guests and have meeting tags available.

D. Obtain feedback from current members regarding the receipt of mailings, adequacy of information, activities and new interests.

WEBMASTER:

It shall be the duty of the Webmaster to develop and maintain the Club Website.