

# **KOKOMO POINT 25 MIDGET CLUB BY-LAWS**

## **I. BOARD OF DIRECTORS**

A. The Board of Directors shall consist of five (5) elected members, who will serve a term of one three-year term, plus the club President will serve as the sixth member during his elected term in office. The Vice President, Secretary and Treasurer shall assist the Board, however, they shall have no vote on matters before the Board.

B. Qualifications for office- Board of Directors: 1. Must be paid up member of Kokomo Point 25 Club in good standing.

C. Board Members shall be elected to office by the membership of the Club at its regular meeting, which is to be held the third Tuesday of October each year.

D. Term of office is to be for one three-year term.

E. Replacement for Board Members necessitated by death of a Member, resignation, or by other termination of office, shall be made the month following the termination. The replacement to be elected by the Club membership at the next regular meeting. A SPECIAL MEETING for the purpose of filling the vacant office may be called by the President of the Club or at the request of ten (10) or more members putting their request in writing and submitting it to the Chairmen of the Board or President of the Club. Ten (10) days' notice of such a special meeting must be given to each Club Member, and include date, starting time, place, and purpose of the meeting.

F. The Chairmen of the Board shall preside over all meetings of the Board. The Chairmen shall be elected by a majority vote of the entire Board. Each Director shall have one vote. A Director may vote in person, by phone, or by written proxy.

## **II. RESPONSIBILITIES OF THE BOARD OF DIRECTORS**

1. To confer with the Officers of the Club, assist them in the conduct of their work, and to make recommendations to the Officers and Members

2. To Give the final approval or rejection for any single club expenditure in excess of five hundred dollars (\$500.00) and to appoint one or more members of the Board to work with the treasurer in the handling of the Club's money.

3. To arrange for an audit of the Club's finances, properties, and equipment yearly. A written summary of these items to be made by a person or persons, selected by the Board, with the accounting to be given to the Club Members at a meeting in October.

4. The Board, by two thirds vote of its Members, including the President, may replace any Officer of the Club, if he or she is deemed unfit to hold office by reason of misconduct, failure to perform the duties of the office, or other reason that might make them unworthy of club office.

5. The Board of Directors shall make the final decision on any dispute with in the Club that cannot be handled by the regular Officers of the Club which may be referred to the Board by the Club.

6. Officers or any dispute that may be brought to the Board by a Club Member, who is dissatisfied with the decision of Officers. However, such member must make such an appeal in writing to the Board, who will judge as to whether or not it wishes to rule on the appeal.

### **III. OFFICERS**

A. The elected officers of the Club shall be President, Vice President, Secretary, and Treasurer

B. The term of office is for two (2) years. The term will begin January 1<sup>st</sup> of the year following the election to office.

C. Club officers shall be elected to office at the October meeting.

### **IV. DUTIES AND RESPONSIBILITIES OF CLUB OFFICERS**

#### **A. PRESIDENT**

1. Preside at all meetings of the Club attended by the general membership.

2. Appoint committees, Track Steward or Stewards, Tech Persons, and make other special assignments necessary to the proper and efficient operation of the track.

3. Supervise the work of the officers of the Club and assign responsibilities to the people of his/her choice for caring for the physical assets of the club.

4. Arrange for adequate bonding of the Treasurer of the Club.

5. Review insurance coverage of the Club to be sure its properties, equipment, moneys and Club liability are adequately covered.

6. The Club President shall be responsible for executing or supervising the execution of the Club rules, and regulations, and will be the final authority in such matters, responsible only to the Board of Directors.

7. President has the authority to nominate a current officer or board member for termination due to misconduct or other reason deemed fit by the president. This

must be voted on by all officers and board members (president, vice president, secretary, treasurer, and five board members). Vote must take place with all officers and board members present and vote will be effective immediately.

## **B. VICE-PRESIDENT**

1. To assist the President of the Club, and to assume his duties and responsibility in the absence of the President for any reason.
2. In the case the President should be unable to perform his duties for any reason, the Vice-President shall take over during such time, with the same powers as those authorized to the President.
3. Should the President, for any reason, be unable to serve out his term, the Vice President will assume the title and office for the remainder of the term.

## **C. SECRETARY**

1. To keep adequate records of all Club meetings.
2. Handle Club correspondence, meeting notices, news bulletins, and other misc. duties normally handled by a secretary.

## **D. TREASURER**

1. Keep adequate records of all moneys received, deposited, and paid out by the club.
2. Be personally responsible for the safe handling of the Clubs funds, and for the prompt banking of all funds not needed for current Club operations, such as money needed for change funds at the race track, for petty cash, or other important and immediate needs.
3. Give an accounting at each regular Club meeting of the previous months opening balance, receipts, amounts paid out, and balance on hand

## **E. SERGEANT AT ARMS**

1. Responsible for ensuring that the rules and bylaws of the club are not violated.
2. Enforce the rules. This means any infractions or violations of the club rules and bylaws must be reported to the Sergeant at Arms, using a grievance form that is located in the tower, by midnight of the following day the incident occurred for further action.
3. To maintain order at club meetings, events and club activities in general.
4. To ensure that members adhere to club rulings, policies, and expected models of conduct when dealing with other members or outsiders.

5. To defend club members, property, or territory from outside threats.

## **V. FISCAL YEAR**

- A. The fiscal year of the Club shall be January 1<sup>st</sup> through December 31<sup>st</sup>

## **VI. MEETINGS**

A. Regular Club meetings shall be held the first Saturday Home race at 10:00 am, each month of the regular racing season. The Club President as deemed necessary can call as provided herein, for "Special Meetings". Winter meetings, will be communicated to current club roster by secretary.

B. Meetings shall be held at the Quarter Midget Track. Should there, for any reason be a change from this it will be necessary to advise the membership at least one-week in advance of the change, giving the place, time, and order of Business.

## **VII. RULES, BY-LAWS, AND POLICY CHANGES**

A. Club rules or policies may be changed by a majority vote of members in good standing at any regular or special meeting. However, if a change of Club Rules is to be considered for a vote at scheduled meeting it will be necessary that a notice of the meeting be announced to each member via email, website, or other approved media stating the Rules to be considered and to be voted upon.

B. Policy changes may be made by a vote of majority in attendance at any regular or special meeting. So long as there are at least seven (7) in good standing in attendance. If a member is unable to attend a meeting and wishes to vote on Rules or Policy changes, they can request an absentee ballot be sent to them by the Secretary. The ballot must be returned by the specified date. Any ballot not post marked by specified date, will not be counted. No phoned in votes will be accepted.

C. Any change in the By-Laws shall require approval of a majority of the membership at least 10 days in advance of the meeting to be held for consideration of such changes.

D. Should proper notice be sent out to the membership notifying them of By-Laws changes to be considered and at the first meeting a decisive vote is not given for or against such changes, **then at the next** regular or special meeting called consideration of such changes, a majority vote of those attending (a minimum of seven (7) members in good standing) may vote in or reject the proposed changes.

## **VIII. CLUB MEMBERSHIP**

- A. Any person who supports the objectives and purposes of the Club may become a member by submitting a membership application, by paying all membership dues, and by agreeing to follow all By-Laws and Club Rules. Each application shall be

approved by the Board of Directors, or such persons, as the Board of Directors may designate to approve new membership applications.

B. Club Membership entitles each member in good standing to use any and all Club facilities.

1. Regular club membership entitles each family to **one vote**.
2. Associate Club members may be secured at a cost below that of a regular membership, but carries no voting rights.
3. A member must be paid up and in good standing to be eligible to enter a car in a race at the club.

## **IX. CLUB DUES**

A. Club dues amounts are established by the club membership and may be changed only after the close of one season and the official start of the next season.

B. Dues consist of membership fees and driver's insurance.

C. Beginning with 2010 applications, all renewal applications will be required to join USAC by 01/31 and will become delinquent after 12/31. After 90 days, the membership is automatically removed from the membership and must go through the same procedures as a new membership to be reinstated. A new member who joins the Club after Sept. 1st, shall have a valid paid membership through December 31<sup>st</sup> of the following year. See USAC Rule Book USAC Memberships.

## **X CLUB RULES**

A. Members are expected to conduct themselves as Ladies and Gentlemen while participating in an event at the track or as an observer. USAC Code of Conduct will be in effect.

B. Conduct considered unbecoming of a member may subject him or her, to suspension or revocation of membership. Conduct considered unbecoming of a member, which carries with it an automatic suspension and possible revocation of membership consist of, but not limited to the following.

1. Fighting on the premises.
2. Use of loud and obscene language in the presence of members of the opposite sex, or before and within hearing distance of spectators.
3. Deliberate destruction of property belonging to the Club, other members, or visitors.

C. The use of alcoholic beverages will not be permitted within the confines of the track or pit area. Penalties for violation of this rule may be suspension for any Kokomo Club member or a fine for any visiting club member. The fine will be in the amount of \$25.00, and must be paid by the visiting member before he will be allowed to race again at the Kokomo Point 25 Midget Track.

D. Any member may be suspended by a majority vote of the Board of Directors, or by the combined action of the President, Vice President, and Track Steward for the violation of any rule that calls for such disciplinary actions. The duration of the suspension shall be determined by the Board of Directors after consultation with the persons making such suspension. The member shall then be notified in writing of the action taken and the length of the suspension. During this time the member shall be denied the use of any of the Club facilities.

1. Any member who is suspended may appeal the suspension to the Board of Directors or to the general membership. However, the suspension shall remain in effect until such an appeal is heard and acted upon. If the suspension is upheld it shall be carried out for the full time specified.

E. A membership may be revoked for the violation of any rule calling for such drastic disciplinary action, by a two-thirds vote of the Board of Directors, or by two-thirds vote of the total membership, excluding the party subject to the discipline. In case a membership is revoked, that member may again become a member after a waiting period according to the infraction and with the approval of at least two-thirds of the membership. In the event a membership is revoked, all associate tracks shall be notified of the action.

F. Personal matters outside of club operations shall remain between the parties (members and/or non-members) involved. It shall in no way create a distraction and/or an unsafe atmosphere during club operations (race days, special events, meetings, practices, work days, award ceremonies, banquets, or any other club function). If at any time the personal matter creates a disturbance during any event the Board President and/or Club President reserves the right to request that **both** parties leave the grounds immediately. Failure by either party to remove themselves from the event will result in a suspension of time recommended by the board. If the matter requires the involvement of law enforcement, during a club event, then both parties will have memberships (no matter the type and/or standing of the membership) suspended and/or revoked at the discretion of the board. Membership may be revoked by recommendation of the board and a majority vote by current members in good standing.

It is not the responsibility of KQMC to advise, mediate, and or resolve personal matters that are unrelated to the operations of the track and club.

G. Members or visitors may file a grievance regarding a violation of the Code of Conduct rules. These forms are located in the tower and must be completed and returned

to the Sergeant at Arms. A form must be completed to ensure the proper documentation is received and the proper action is taken. The form must be submitted by midnight of the following day that the incident occurred. In the absence of the Sergeant at Arms submit form to the club President.

H. Retiring drivers that are declaring their retirement from Kokomo Quarter Midget Club will be honored at the year-end banquet.

1. To be recognized at the end of the year banquet as a retiring driver from KQMC a driver must have raced as a KQMC regular member (does not include associate member) in good standing for a minimum of 3 full memberships unless the driver ages out.

2. These drivers are eligible to compete in racing the following season(s) after retiring however these drivers will not be eligible for annual year-end awards banquet (I.E. perfect attendance, most wins, special awards, gifts).

I. The club will sell mapped out parking spots to members (both regular and associate) for \$50.00 per spot annually with a maximum purchase of 3 spots per member. The funds collected for parking spots will be deposited into a separate bank account that will go towards upgrading the electrical on the clubs property. Electricity may or may not be provided. With purchase of a spot(s) the member agrees to have equipment moved off of grass at the end of a race weekend for mowing purposes. If you must unhook trailers from truck, camper, etc. the purpose of 2 spots are required. Parking spots can be paid for and picked during the first members meeting of the season. The order in which members can pick their parking will go as follows; President, Vice President, Tech Director, Sergeant at Arms, Tower Director, Secretary, Treasurer, Board Members (by seniority), Regular Members (by seniority), Associate Members (by seniority).