

10th MOUNTAIN BACK COUNTRY SKI PATROL

BY-LAWS

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10TH MOUNTAIN BACK COUNTRY SKI PATROL BY-LAWS

PREAMBLE

The By-laws of the 10TH Mountain Back Country Ski Patrol (hereinafter referred to as the Patrol) are established by the approval of the Patrol membership. The Patrol is a not for profit corporation registered with the National Ski Patrol System, Inc. This document defines the government of the Patrol and duties of the Patrol officers, provides for elections and appointments of committees and delineates membership requirements. These By-laws supplement and are in compliance with the provisions of the Ski Patroller's Operational Manual of the National Ski Patrol System, Inc. (hereinafter referred to as NSP) and the By-laws of the NSP.

ARTICLE I GOVERNMENT

SECTION 1. Except as otherwise required by law or provided in these By-laws, the policies of the Patrol and its affairs and property shall be vested in the Patrol officers. The Patrol Representative (hereinafter referred to as the PR) shall be the chief administrative officer of the Patrol and he/she shall be directly responsible to the Western Region Director and Rocky Mountain Division Director.

SECTION 2. The Annual Meeting of the Patrol shall be held during the month of March or on the next to last ski weekend of the season, whichever is later. The PR or any person acting in his/her place under the provisions of these By-laws may call regular and special meetings of the Patrol. In addition to the Annual Meeting, there shall be no fewer than five other regular meetings of the Patrol each year.

ARTICLE II OFFICERS

SECTION 1. The Patrol Officers shall consist of three elected officers: the Patrol Representative (PR), The Secretary and the Treasurer. The PR may appoint from one to three Assistant Patrol Directors (APRs).

SECTION 2. The PR and Treasurer shall be elected for two-year terms in odd numbered years. The Secretary shall be elected for a two-year term in even numbered years.

SECTION 3. All Patrol officers shall be at least 21 years of age and have been active members of the Patrol for two complete seasons. Time spent as a candidate does not count towards this requirement.

**ARTICLE III
DUTIES AND RESPONSIBILITIES OF OFFICERS**

SECTION 1. The Patrol Representative shall:

- a. Interface with the NSP, and other organizations and persons.
- b. Schedule and preside over all Patrol meetings or designate another Patrol officer or APR to preside at such meetings.
- c. Appoint committees of the Patrol as needed, to include an OEC committee a training committee, and a special events committee.
- d. Conduct the operational affairs of the Patrol. This includes scheduling an OEC refresher, an On-The-Hill Refresher, and season patrol days.

SECTION 2. The Assistant Patrol Representatives(s) shall:

- a. Assist the PR in conducting the affairs of the Patrol as directed.

SECTION 3. The Treasurer shall:

- a. Account for and keep accurate records of all monies received or disbursed by or on behalf of the Patrol.
- b. Maintain a property inventory of Patrol assets.
- c. Prepare and present a current financial statement at each scheduled Patrol meeting or via the Patrol newsletter.
- d. Make available for inspection, the Patrol records and correspondence, at the request of any Patrol member in good standing.
- e. Register each member of the Patrol with NSP.

SECTION 4. The Secretary shall:

- a. Keep minutes of all regular and special meetings of the Patrol.
- b. Preserve the records of the Patrol.
- c. Provide timely notice of the date, time and place of all regular meetings to active members of the Patrol.
- d. Compile, edit and distribute (after PR approval), a newsletter at various times during the ski season.
- e. Maintain and distribute a current Patrol roster showing name, address, telephone number, classification and other relevant information for all registered patrollers, which will be available on the Patrol website.
- f. Provide the Patrol membership with a slate of nominees for Patrol offices prior to the Annual Meeting which will be available on the Patrol website.
- g. Perform other related clerical duties.

ARTICLE IV ELECTIONS

SECTION 1. Election of designated Patrol officers shall be held at the Annual Meeting each year.

- a. Nominations will take place at the January meeting.
- b. Any member in good standing is eligible to submit nominations

SECTION 2. Voting will be by secret, electronic ballot with a simple majority of all Patrol members authorized to vote required for election.

SECTION 3. All voting must be performed prior to the Annual Meeting. Proxy voting is not allowed.

SECTION 4. Installation of the new officers will be at the Annual Meeting.

SECTION 5. Should a Patrol officer resign or be removed from office (ARTICLE 7, SECTION 1) prior to the completion of the term, an APR will be directed by the PR to fulfill that officer's duties until a special election can be held at the next regular Patrol meeting. In the event the PR resigns or is removed from office, the Secretary shall select an APR to fulfill the PR's duties until a special election can be held at the next regular Patrol meeting.

SECTION 6. The PR will appoint a member of the Patrol, who is not a candidate for office, to whom all votes will be sent for tabulation. This individual will be responsible for tabulating the results of the vote and will report said to the PR.

ARTICLE V COMMITTEES

SECTION 1. There shall be two categories of committees: Standing Committees and Temporary Committees. Each committee chairman shall be responsible for reporting the activities of that committee to the PR.

SECTION 2. Standing Committees:

- a. Training Committee:
 - (i) The primary responsibilities of the Training Committee shall be to screen applicants for membership in the Patrol who have met NSP, OEC, and CPR requirements, and to prepare such applicants for the appropriate NSP skiing and toboggan handling tests.
 - (ii) Other responsibilities shall be delegated by the PR.
 - (iii) A chairman shall be appointed annually by the PR.

- (iv) The chairman of the Training Committee, with the approval of the PR, may appoint assistants and promulgate such rules, operating procedures and training program as necessary.
- b. OEC Committee:
 - (i) The PR shall appoint a OEC committee to review all annual first aid supply costs.
 - (ii) Shall be responsible for conducting the annual OEC refresher per NSP's guidelines.
- c. Special Events Committee
 - (i) The PR shall appoint a committee to insure coordination and implementation of all special events, including National Day, Leadville 100, summer work party, and any other events that may become recurring events sponsored by the patrol

SECTION 3. Temporary Committees.

- a. May be appointed by the PR as necessary and shall consist of at least three Patrol members. Such committees automatically dissolve upon completion of their assigned duties.

**ARTICLE VI
MEMBERSHIP**

SECTION 1. To qualify for initial membership in the Patrol, the following steps will be completed:

- a. The applicant must successfully complete the OEC and CPR requirements prescribed by the NSP.
- b. The applicant must successfully complete applicable skiing and toboggan handling tests prescribed by the NSP and 10th Mountain Back Country Ski Patrol (Except Auxiliary applicants).
- c. The applicant shall be approved by a majority vote of the Patrol membership.

SECTION 2. Member In Good Standing has met the following requirements:

- a. Completed the steps in SECTION 1 of this Article.
- b. Completed the annual On-the-Hill Refresher.
- c. Completed the annual NSP, OEC, and CPR requirements.
- d. Paid annual dues to the Patrol by October 15th.
- e. Must work either the Leadville 100 or National Day, plus attend 75% of scheduled patrol meetings

SECTION 3. Patrollers are classified as follows:

- a) Patroller
 - i. Patroller Candidate
 - ii. Patroller
 - iii. Senior Patroller

- b) Alpine (ski/snowboard)
 - i. Alpine Candidate
 - ii. Alpine Patroller
 - iii. Alpine Senior
 - iv. Alpine Certified
- c) Nordic
 - i. Nordic Candidate
 - ii. Nordic Patroller
 - iii. Nordic Senior
 - IV. Nordic Master
- D. Young adult in patroller, alpine, or nordic category
- E. Alumnus

SECTION 4. All patrollers who have paid their dues and are members in good standing are entitled to one vote, except alumnus.

SECTION 5. A patroller may voluntarily inactivate (Voluntary Inactive) for a period not to exceed two years. Such request shall be in writing to the PR. During such time, the patroller must remain current in OEC and CPR. At the end of the inactive period the patroller may reactivate by paying annual dues to the Patrol and completing a patrol re-familiarization.

SECTION 6. Applicants may obtain Patrol membership in the following ways:

- a. National Transfer.
 - (i) The Patrol will accept transfer membership from other NSP patrols.
 - (ii) The applicant must have a letter of recommendation from his/her former patrol and be in good standing with that patrol upon application. Membership is subject to a majority vote of the Patrol. Transfer members must successfully complete the Transfer and Transition (T&T) orientation course.
- b. Candidate.
 - (i) Potential candidates will be currently enrolled in an OEC course or have an active OEC certification. Once accepted as Candidates, they must complete the requirements enumerated in ARTICLE V1, SECTION 1 (above).
- c. Reinstatement of Alumnus
 - (i) Must be current in all OEC, CPR and other NSP required skills at time of application. Membership requires a majority vote of the Patrol. Must pay annual dues and complete an patrol re-familiarization
- d. Reactivating from Voluntary Inactive Status.
 - (i) Comply with the provisions of ARTICLE VI, SECTION 5.

ARTICLE VII REMOVAL/SUSPENSION/TERMINATION/APPEAL

SECTION 1. Removal of Patrol Officers.

- a. A Patrol officer may be removed for cause upon submission of a written complaint from a member in good standing, which is verified by investigation. The PR (or Secretary if the PR is the subject of the complaint) shall appoint a committee of three members, including one officer, to investigate the complaint. Upon approval of the PR, the committee may hold a hearing and request persons connected with the complaint to appear before it and offer pertinent facts and/or defenses. The officer on the committee shall preside over any hearing held. The committee shall present a report of its findings to the PR (or Secretary) with recommendations as to what action should be taken. Pending disposition of the complaint, the officer will continue to perform his/her duties. The Patrol will be notified in writing that a complaint has been filed, the allegations, the officer's defense/rebuttal, and the committee's findings. Removal action will be discussed and voted on at the next scheduled meeting. The decision whether to remove the officer will be by secret, electronic ballot and must be passed by a majority vote of the eligible voting members of the Patrol. If the decision is to remove, the PR (or Secretary) shall appoint an APR to assume the removed officer's duties pending a special election pursuant to ARTICLE IV, SECTION 5. Removal from officer status may also result in suspension/termination from the Patrol. Any suspension/termination action will comply with the provisions of SECTIONS 2 and 3 of this Article. Additional information regarding the removal of officers can be found in the Policies and Procedures of NSP. These P & Ps must be followed.

SECTION 2. Suspension of Membership.

- a. Upon complaint in writing made to the PR by any Patrol member in good standing against any member of the Patrol, except an officer of the Patrol, the PR shall appoint a committee of three members, including at least one officer, to investigate the complaint. With concurrence PR, the committee may hold hearings and request persons connected with the investigation to appear and state pertinent facts and/or defenses. The officer on the committee shall preside over any hearing held by the committee. The committee shall present a report of its findings to the PR with recommendations as to what actions should be taken. The PR is authorized to take any appropriate action including suspension of the member in question for a specified period of time.
- b. Suspended members shall not have voting privileges or be eligible for complimentary passes.

SECTION 3. Termination of Membership.

- a. If a member fails to meet the requirements set forth in ARTICLE VI, SECTION 2 or fails to submit a written request for inactive status as set forth in ARTICLE VI, SECTION 5, he/she is subject to dismissal from the

Patrol by a majority vote of the eligible voting membership. Such vote shall be by secret, electronic ballot.

- b. Any member may be dismissed from the Patrol for improper conduct or for not adhering to the standards, rules and regulations of the NSP or the 10th Mountain Back Country Ski Patrol. Removal of the member or the privileges of the member shall be by the PR after compliance with the provisions of SECTION 2 of this Article.

SECTION 4. Appeal Procedures.

- a. Appeals from suspension of membership by action of the PR may be made to the Patrol membership at any scheduled meeting. The appellant may present his/her case to the Patrol at large. A majority vote of the membership is required to override the suspension imposed under SECTION 2 of this Article.
- b. Appeals from termination of membership may be filed through the NSP organizational structure, from Section Chief through the Regional Director to the Divisional Director.
- c. The above referenced procedures in no way limit or abridge the grievance procedures available to a patroller under the BY-LAWS OF THE NATIONAL SKI PATROL SYSTEM, INC., ARTICLE Xa.

**ARTICLE VIII
AMENDMENT OF BY-LAWS**

SECTION 1. The By-laws of the Patrol may be amended in the following manner:

- a. At any regular meeting of the Patrol, a member in good standing may submit a motion requiring the PR to appoint a committee to consider proposed amendments to the Bylaws.
- b. If the motion is carried, the PR shall appoint a committee of not less than three members to consider the proposed amendment(s) and to formulate them properly in writing.
- c. The proposed amendment(s) along with the committee's comments favoring or opposing such amendment(s), shall be distributed in writing by the PR to the membership at least twenty days prior to the regular meeting at which they will be considered.
- d. The PR shall then present them to the members at such regular meeting and the adoption of such amendments shall be finally effected by a majority vote of the eligible voting members of the Patrol. Voting may be done electronically after this regular meeting.

**ARTICLE IX
PARLIAMENTARY AUTHORITY**

1. Robert's Rules of Order.