

Maine Canoe & Kayak Racing Organization

Bylaws

ARTICLE I. NAME

The name of this organization shall be the:

Maine Canoe & Kayak Racing Organization (MaCKRO)

ARTICLE II. PURPOSE

The purpose of this organization shall be:

1. To foster the sport of canoe and kayak racing in Maine.
2. To promote the concept of competitive sportsmanship.
3. To increase the general knowledge of canoe and kayak safety.
4. To participate for the purpose of mutual benefit in an information exchange with all national, state and local affiliated Organizations as approved by the Board.
5. To encourage members to continue their education in technical skills and knowledge of canoe and kayak racing.

ARTICLE III. MEMBERSHIP

1. Application for membership is open to all persons interested in furthering the purposes of this organization.
2. Membership shall be for the calendar year. New memberships accepted after the Annual meeting but before December 31st of that same year shall run for the entire following calendar year.
3. Active (voting) members must have an approved membership form on file with the Secretary and have paid their dues.
4. Individual membership entitles a member to one vote at the Annual Meeting and on any vote of the entire membership during the membership year.
5. Membership qualifies a member for any elective office or appointed position.
6. Family membership is defined to be one or two adults living together in a household and any of their minor or guardian children. It allows one vote per person over the age of 10.
7. MaCKRO is an Equal Opportunity organization and does not limit its membership based upon sex, race, creed, color, national origin, age, or physical or mental handicap.
8. The Organization may refuse membership to any applicant and may, by a 2/3 vote of the Board of Directors, suspend or revoke any membership for due cause. A member under suspension is not entitled to any rights or privileges of this Organization.

ARTICLE IV. DUES AND FINANCES

Membership dues will be established on an annual basis by the Board of Directors and approved by Voting Members.

1. Nonpayment of Dues. Nonpayment of dues for a period of sixty days after the due date of January 1 of each year shall be adequate cause of suspension of membership.
2. Deposit. All monies received by the Organization shall be deposited to an Organization account in a financial institution approved by the Board of Directors.

ARTICLE V. ANNUAL MEETING & ELECTIONS

1. There shall be one annual meeting of the membership of MaCKRO in October of each year but no later than December 31st. Notice to the membership, with proxy voting instructions shall be made with proposed agenda and the proposed slate of officers and all other Board of Director's members at least 30 days prior to the meeting.
2. The word "notice" shall include the utilization of electronic mail (e-mail) and Internet technology as well as the use of US Postal Service (USPS) or other ground service carriers.
3. At the Annual Meeting the elections of Officers and committee chairpersons shall be made for the following calendar year. The Nominating Committee shall present a slate of officers and committee chairpersons at this time and take nominations from the floor. All elections shall be by simple majority of votes cast in person and by proxy.
4. Proxy votes must be received by mail (electronic or USPS) by the Secretary at least seven days prior to the Annual Meeting. Proxy votes may be revoked if the member is able to vote in person.
5. A quorum at the Annual Meeting must include at least two current officers and eight members who are not officers.
6. Officers and committee chairpersons so elected will assume their duties at the beginning of the next calendar year.
7. No person may be elected to the same office for more than three consecutive terms, without board approval.
8. The President upon written request of 20 members shall call a general membership meeting. At least 15 days notice to the membership is required to hold the meeting, with proxy voting instructions (if applicable), a proposed agenda, and any other pertinent information being included in the notice.

ARTICLE VI. OFFICERS AND DUTIES THEREOF

The elected officers of this Organization shall be a President, Vice President, Secretary, and Treasurer.

1. **President.** The President shall be the principal executive officer of the Organization and, subject to the control of the Voting Members, shall supervise and control the management of the Organization. The President shall, when present, preside at all meetings and Executive Committee meetings and shall perform all duties incident to the office of President and such other duties as may be prescribed from time to time by the Voting Members. The President shall be elected for a one-year term.
2. **Vice President.** The Vice President shall be available to assist the President as needed or assigned and full-fill those duties normally assigned to the President when they are unable to perform them. The Vice President shall be elected for a one-year term.
3. **Secretary.** The Secretary is to keep accurate records of the acts and proceedings of all meetings. The Secretary shall give, or cause to be given, all notices required by law and by these Bylaws. The Secretary shall sign such instruments as may require the Secretary's signature, shall maintain a record of Members of the Organization, showing the name and address of each such Member, and shall perform all duties incident to the office of Secretary and such other duties as may be assigned from time to time by the President or the Voting Members. The Secretary shall be

responsible for correspondence emanating from and directed to the organization. The Secretary shall be elected for a one-year term.

4. Treasurer. The Treasurer shall have custody of all funds and securities belonging to the Organization and shall receive, deposit or disburse the same under the direction of the Voting Members. The Treasurer shall keep full and accurate accounts of the finances of the Organization in books especially provided for that purpose. The Treasurer shall prepare a true statement of the Organization's assets and liabilities at the close of each calendar year and shall regularly report to the Voting Members with respect to the finances of the Organization. The Treasurer shall also prepare and file all reports and returns required by Federal, State or Local law, and shall generally perform all other duties as may be assigned from time to time by the President or the Voting Members. The Treasurer shall be elected for a one-year term.
5. Succession in Office. In the event of the death, resignation, retirement, removal or disqualification of the President, the Vice President shall assume the office of President. If the Vice President should likewise be unable to serve for any of the foregoing reasons, then the Secretary shall succeed to the office of President. The officers so designated to succeed to the office of President shall serve until such time as a new President is elected by the Voting Members at any annual, regular or special meeting.
6. Responsibilities. An Executive Committee, composed of the current officers shall be responsible to the Voting Members for conducting the ordinary business of the Organization. This responsibility will include the formulation of plans and policies, expenditures under \$500, and acceptance of all donations to the Organization. Decisions made by the Executive Committee shall be made on the basis of a majority vote. The President or a Voting Member appointed by the Executive Committee may represent the Organization as directed by the Executive Committee.

ARTICLE VII. BOARD OF DIRECTORS

1. The Board of Directors shall consist of the President, Vice President, Secretary, Treasurer, Whitewater Racing Chairperson, Flatwater Racing Chairperson, one Whitewater racing member at large and one Flatwater racing member at large. Non-officers shall be elected for a term of one year.
2. Non-officers so elected will assume their duties at the beginning of the next calendar year.
3. No person may be elected to the same office for more than three consecutive terms without board approval.
4. The executive power of MaCKRO shall rest in the hands of the Board of Directors.
5. The Board shall meet as necessary to conduct the business of the Organization but no less than twice each year.
6. The Board shall consider for approval, any action proposed by any committee and the proposed expenses, which may be incurred by them. The Board shall consider for approval, any action proposed by the written request of at least 20 members.
7. The Board must give approval for any single expenditure or sale of any Organization property valued at \$500 or more.
8. All Board meetings shall be open to the general membership. Advanced notice of at least fifteen days must be made to the general membership.
9. Quorum of the Board of Directors shall be four.

10. Vacancies on the Board of Directors may be filled by majority vote of the Board of Directors upon recommendation of the Nominating Committee.

ARTICLE VIII. COMMITTEES

1. The Executive Committee with the approval of the Voting Members may create Standing Committees. Each committee must have a minimum of 2 Voting Members.

2. Standing committees, responsible to the Board of Directors shall include: Whitewater Racing, Flatwater Racing, Membership, Nominating, Publicity, and Youth Outreach.

3. The Board of Directors or the Executive Committee may create ad Hoc Committees at any time. These committees may not continue beyond the Annual Meeting without reappointment.

4. The President is an Ex-Officio member of all Committees, and may appoint interim Committee Chairpersons when a vacancy occurs until the next Annual Meeting.

5. Each committee shall transact the business delegated to it in the bylaws and the President or the Board of Directors may refer additional business to it. Except where special authority is given by the Board, committees shall not take action until a report has been made to and approved by the Board.

ARTICLE IX. DUTIES OF STANDING COMMITTEES

1. Whitewater Racing Committee shall be responsible for designating a yearly championship race; the point series and any other approved MaCKRO run races. It is responsible for setting the classes for the races in the Point Series, working with all race directors to implement such classes, setting the guidelines for a race to be included in the Point Series, and to ensure safety and consistency within the whitewater racing community while adhering to any state, and federal rules. The Whitewater Racing Committee shall be an advocate for MaCKRO at all times within the paddling community throughout the world.

2. Flatwater Racing Committee shall be responsible for designating a yearly championship race; the point series and any other approved MaCKRO run races. It is responsible for setting the classes for the races in the Point Series, working with all race directors to implement such classes, setting the guidelines for a race to be included in the Point Series, and to ensure safety and consistency within the flatwater racing community while adhering to any state, and federal rules. The Flatwater Racing Committee shall be an advocate for MaCKRO at all times within the paddling community throughout the world.

3. Membership Committee shall be responsible for maintaining a complete roster of all MaCKRO members in conjunction with the Secretary and Treasurer, current member retention, and new member recruitment. The Secretary or Treasurer shall be a member. This committee will share the roster with any other committee and the Board of Directors upon request.

4. Publicity Committee shall be responsible for producing the MaCKRO News (the organization newsletter), maintaining the MaCKRO website www.mackro.org, schedule of races, and media relations (advance notice of races, special events, results of races, and etc.)

5. Youth Outreach Committee shall be responsible to introduce youth to canoe and kayak racing through any means possible.

6. The President shall appoint nominating Committee by June 30th of each calendar year consisting of five members of the Organization including one Whitewater Racing member and one Flatwater Racing member and no current officers. One member shall be selected from within the group to be the chairperson. At least forty-five days prior to the Annual meeting the Committee shall report to the Organization its nominations for President, Secretary, Treasurer, members of the Board of Directors, plus any members needed to fill vacancies.

X. LIMITATION OF LIABILITY

1. The Maine Canoe & Kayak Racing Organization (MaCKRO) shall not be liable for any acts, expenditures or commitments of individuals, unless such acts, expenditures, or commitments shall have been approved by the Organization and duly recorded by the records of the Organization.

2. The Officers and Committee Chairpersons of The Maine Canoe & Kayak Racing Organization (MaCKRO) shall not be liable for any acts, expenditures or commitments of individuals, unless such acts, expenditures, or commitments shall have been approved by the Organization and duly recorded by the records of the Organization.