

## **Tip of the Thumb Heritage Water Trail**

### **Constitution and Bylaws**

#### **Article I**

- A. Name: The name of this organization shall be known as the TIP OF THE THUMB HERITAGE WATER TRAIL, hereafter called the TRAIL ASSOCIATION.
- A. Fiscal Year: The fiscal year for the Trail Association shall run from January 1 to December 31.
- C. For non-profit, state and federal purposes - the President of the Trail Association will serve as the official "Registered Agent" for the organization. The mailing address of the Trail Association will serve as the official "registered office" and address.
- D. Membership: Individuals, businesses and organizations that embrace the purpose of the trail association are eligible for membership by paying their annual dues.
- E. Equal Opportunity Policy: The Tip of the Thumb Heritage Water Trail Association in its programs, activities, and appointments will not discriminate against persons on the basis of race, religion, creed, color, sex, disability, sexual orientation, national origin, political beliefs or affiliations.

#### **Article II**

PURPOSE: The Trail Association will develop, maintain and promote a water trail on lake Huron along the shore of Huron, Tuscola and Sanilac Counties and adjoining shoreline which highlights the natural, cultural and historical attributes in an effort to increase recreational opportunities, tourism and economic development while preserving and conserving the natural beauty and resources of the shoreline.

#### **Article III**

##### **EXECUTIVE COMMITTEE**

- A. Membership: the executive committee shall consist of the President, one or more Vice Presidents, Secretary, Treasurer and such other Officers as the executive committee may determine.
- B. Qualification: Executive Committee members must be a current dues paying member of the Trail Association.
- C. Power and Duties:

- a. President
    - i. The President shall preside over all official meetings.
    - ii. The President shall vote only in case of a tie.
  - b. Vice President
    - i. The Vice President shall be a general assistant to the President
    - ii. The Vice President shall preside over official meetings in the absence of the President and shall have the same duties and responsibility of the President.
  - c. Secretary
    - i. The Secretary shall keep accurate Records of all meetings and make minutes available to all of the members.
  - d. Treasurer
    - i. The Treasurer shall keep an accurate record of all financial transactions and report these balances to the members.
    - ii. The Treasurer will be responsible for presenting a year-end fiscal report.
- D. Meetings:
- a. The Trail Association will hold regular meetings - the meeting dates, time and location to be determined by the membership at an official meeting. Members shall be sent a reminder of the specific time and location by email at least 72 hours prior to the meeting.
  - b. A special meeting may be called at the discretion of the President. Notice must be give at least 72 hours prior to the meeting. Email shall be considered adequate service of notice.
  - c. The annual Meeting shall be held in December of each year.
  - d. Quorum – A quorum shall consist of a minimum of 5 members - which includes 2 members of the Executive Board.

#### **Article IV**

##### **ELECTIONS AND TERMS OF OFFICE**

- A. Election of Executive Committee shall take place at the last meeting of the fiscal year.
- B. Terms of Office: The term of office shall be for one year commencing January 1 and terminating December 31, one year after election to position.
- C. The President may hold an election at a regular meeting to fill a vacant office.
- D. Standing committees shall be appointed for a one-year term, by the President, and approved by the members.

#### **Article V**

##### **AMENDMENTS TO THE CONSTITUION AND BYLAWS**

- A. Proposed amendments to the Constitution and Bylaws must be submitted to the President at least two weeks prior to any monthly meeting.
- B. An amendment to the bylaws shall be adopted by a quorum of those present and voting.

**Article VI**

DISSOLUTION

In the event of dissolution of the Tip of the Thumb Heritage Water Trail, Trail Association assets remaining after payment of all Trail Association liabilities shall be transferred to another non-profit association or associations, as chosen by a vote of Trail Association members.

**Article VII**

CONSTITUTION AND BYLAWS

Part 1. General

The bylaws contained herein shall be the general operating rules by which the Association shall operate.

Part 2. Finances

- A. Dues: Annual dues will be assessed annually, to be determined at last meeting of the year, for the following fiscal year. Dues will be collected at the first meeting of the year.
- B. Collection of Dues: The Treasurer will collect and deposit dues.
- C. Authorization of expenditures: Majority vote of executive committee
- D. Audit Committee: Books will be audited annually by a committee appointed by the executive committee.

Part 3. Committees

Committees will be created as needed and positions filled voluntarily and by appointment of the executive committee.

Part 4. Adoption

Adopted the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_ President's Signature