

# **BOGUS BASIN SKI PATROL BY LAWS ARTICLE I - NAME**

This organization shall be known as the Bogus Basin Ski Patrol.

## **ARTICLE II - PURPOSE**

Section 1. The Purpose of the Bogus Basin Ski Patrol of the National Ski Patrol System, hereinafter referred to as the Patrol or BBSP, shall be to promote the safety and enjoyment of those engaging in snow sports at Bogus Basin Mountain Recreation Area (BBMRA), within the by-laws and guidelines established by the National Ski Patrol system as stated in the current NSPS operational manuals. Involvement in safety and aid in other activities at BBMRA and elsewhere shall be at the discretion of the patrol's board of directors and/or BBMRA management.

## **ARTICLE III - MEMBERSHIP AND DUES**

Section 1. Loss of membership. Each member shall be required to pay annual dues, which shall be payable no later than the immediate Monday following the last Annual refresher date for the BBSP, and shall be received in person by the current treasurer or at the PO Box listed for the BBSP by the executive committee. The Executive Committee shall have the power to suspend the membership privileges of any member who shall fail to meet minimum requirements of the Ski Patrol. Minimum requirements include fulfilling all scheduled days or having a substitute for scheduled days or a valid excuse acceptable to the Patrol Leader. Minimum number of scheduled days shall be set by the Executive Committee to meet the needs of Area Management annually.

Section 2. Any patroller can bring charges to the Executive Committee for consideration which may be referred to the Review Committee for their recommendation. When such incidents occur, a hearing will be established to weigh the pros and cons in the case involving the accused ski patroller. Such hearings should be conducted in a fair, impartial manner and dismissal of any member or other disciplinary action such as, but not limited to a letter of censure, should be for the good of the Ski Patrol. The patroller has the right to appeal to higher authority.

Section 3. Any officer of the patrol shall be subject to recall upon petition signed by not less than two-thirds of the voting membership. Recall petitions shall be filed with the Secretary and voted upon at the next regular meeting. The recall shall be effective upon receiving an affirmative vote of not less than three-fourths of the voting membership of this organization present or represented by proxy, provided, however, that such proxy may not be held by another member.

Section 4. Any member subject to any disciplinary action shall have an opportunity to defend their self.

Section 5. DOF Designation. Members who attain Thirty-Five (35) years of service to the NSP and actively serve the BBSP automatically become DOF designated within the BBSP. The designation is for Life unless the member should otherwise fail to maintain BBSP membership in good standing.

DOF Benefits. DOF members are exempt from paying annual dues. Accordingly, their respective dues are paid by the BBSP to NSP, Division and Region.

## **ARTICLE IV-OFFICERS AND THEIR ELECTION**

Section 1. The procedure for selection of officers shall be in agreement with Area Management, the following procedure would apply.

Section 2. The following officers shall be elected at the April General meeting, and shall take office during the annual Awards Banquet, and shall serve for one year and until the successors are elected.

Patrol Leader, senior Assistant Patrol Leader, two (2) Assistant Patrol Leaders, Secretary and Treasurer. The Patrol Leader shall assign duties of the three Assistant Patrol Leaders. Officers shall be elected only from those Patrollers holding senior rank with the exception of the offices of Treasurer, Secretary, and one of the three Assistant Patrol leaders. Patrollers holding Basic rank, that have been members in Good Standing with the BBSP for a minimum of three (3) years, excluding their candidate training year, are eligible to be nominated, elected, and to serve in these three offices. In no event shall more than one Basic Patroller be elected and serve the office of APL during any given year. Only the Basic patroller receiving the largest number of votes shall be elected to the office of APL. No officer shall serve more than two consecutive terms in any one office.

Section 3. The Patrol Leader, Secretary, and Treasurer shall be elected by a majority vote cast for each position. The Senior Assistant Patrol Leader shall be determined to be that person, with Senior status and rank, receiving the largest number of votes cast for the Assistant Patrol Leader's positions. The other two (2) Assistant Patrol Leaders positions shall be determined to be those persons receiving second and third largest number of votes cast for the Assistant Patrol Leader positions except as noted in Article IV, Section 2.

All officers shall be elected by the members in good standing in attendance at the April meeting. Voting shall be by ballot, however, the ballot may be dispensed with by a unanimous vote when there is only one nominee for a given office. Not less than 15 days prior to the March meeting, the Patrol Leader shall appoint a special committee to consist of three members in good standing whose duty shall be to recommend and make nominations for each office to be filled at said April meeting. Nominations, other than those to be reported by the nominating committee, may be made from the floor at the March meeting, provided the consent of each candidate is obtained before their name is placed in nomination, and each name will be submitted to BBMRA Management for approval before appearing on the official ballot. Absentee ballots will be accepted by the secretary at or prior to the April meeting specifying a specific nominee who has either been recommended by the nominating committee or been nominated from the floor at the March meeting.

Section 4. In the event that any such office shall become vacant for any cause, such office shall be filled for the unexpired term thereof at a special election called for that purpose. Any member elected to office may stand for reelection but in no event shall any officer serve for more than two full consecutive terms. Special Election shall consist of an open nomination period of at least 15 days, followed by a Special Election at the next meeting as called in any Section of Article VII of these By-Laws.

If the Executive Board determines the need for the vacant position to be filled before the time the Special Election can occur, then at the discretion of the Executive Board, they may appoint a patroller that is otherwise qualified for the position as an Interim Officer to fill the vacant office.

Section 5. The office of Outdoor Emergency Care Chair shall be appointed by the Patrol Leader, under advisement of the Executive Committee, and shall act as a Member of the Executive Committee with full voting rights and responsibilities thereto.

## **ARTICLE V – MEMBERS AT LARGE AND THEIR ELECTION**

Section 1. There shall be two Members at Large of the Bogus Basin Ski Patrol and they are automatic members of the Executive Board.

Section 2. To qualify as a Member at Large, the individual must have previously held an elected office on the Bogus Basin Ski Patrol. The Members at Large term of office shall be for two years. However, only

one Member at Large will be elected at each annual meeting by a majority of the members in good standing, present and voting. This procedure will provide both alternating terms and continuity in office. A Member at Large may only be elected to one term and a grace period of one year prior to being reelected.

## **ARTICLE VI - DUTIES OF OFFICERS**

The duties of the officers shall be in conformance with the current National Ski Patrol Manuals, the Standing Rules of the Bogus Basin Ski Patrol, and shall comply with the operating practices of the Bogus Basin Mountain Recreation Area.

## **ARTICLE VII - MEETINGS**

Section 1. The annual meeting shall be held during the month of April at such time and place as designated by the Patrol Leader by written notice to all members not less than five days prior to such meeting.

Section 2. The regular meetings shall be held monthly as designated by the Patrol Leader by written notices to all members not less than five days prior to such meetings. The monthly date for regular meetings appears in the Standing Rules.

Section 3. Special Meetings may be called by the Patrol Leader on not less than five days notice to members, or upon written request therefore, delivered to the Secretary by at least five members in good standing. Any meeting so requested by the members shall be held not later than fourteen days after receipt of thereof. Any action except as provided for in the By-Laws properly coming before any meeting of this organization for consideration shall be determined by a majority vote of those members in good standing, present, and voting.

Section 4. Quorum. A quorum is required at any properly noticed meeting of the General Members to conduct business, hold discussion and properly vote on any matters presented thereto. A quorum shall be met by those members eligible to vote, in good standing, present and in attendance at any properly noticed meeting of the General Members.

## **ARTICLE VIII - EXECUTIVE COMMITTEE**

Section 1. All members of the Executive Committee shall be qualified Senior Patrollers or Basic Patrollers in accordance to Article 4 of these By-Laws. The executive Committee shall consist of the following:

1. Patrol Leader
2. Senior Assistant Patrol Leader
3. Assistant Patrol Leader
4. Assistant Patrol Leader
5. Secretary
6. Treasurer
7. Outdoor Emergency Care Chairman
8. Member at Large
9. Member at Large
10. Immediate Past Patrol Leader

Section 2. The Executive Committee shall have power to act between meetings of the members in current administration of organization affairs and otherwise in case of emergency where the interests of the organization requires prompt action, but no action shall alter the By-Laws or Standing Rules, or be out of harmony with their spirit of general provisions. All expenditures of funds authorized by the Executive Committee for any single expense and disbursement are subject to approval by the majority of voting members present at any regular or special meeting if in excess of the amount specified in Standing Rules, Section 2. All actions of the Executive Committee are subject to review by the voting members.

## **ARTICLE IX - STANDING COMMITTEES**

Section 1. Such Standing Committees shall be created by the organization or by the Executive Committee, or by the Patrol Leader, as may be required to promote the purpose and business of the Bogus Basin Ski Patrol.

Section 2. The term of office for a Standing Committee shall be one year or until their successors are appointed.

## **ARTICLE X - PARLIAMENTARY AUTHORITY**

Roberts Rules of Order Revised, shall govern this body in all meetings except as expressly provided otherwise in the By-Laws. The parliamentarian shall be the patrol officer conducting the meeting or his/her designee.

## **ARTICLE XI - AMENDMENTS**

Section 1. Proposed amendments to the By-Laws shall be presented in writing to the membership. The proposed amendments shall be brought up for vote at the next regular meeting after all members have been notified and after the proposed amendments have been sent to the members present at the meeting. Three fourths affirmative vote of those present at the meeting and eligible to vote shall be necessary to adopt an amendment to these By-Laws.

Section 2. Proposed amendments to the Standing Rules shall be presented in writing to the membership. The proposed amendments shall be brought up for vote at the next regular meeting after all members have been notified and after the proposed amendments have been sent to the members present at the meeting. Three fourths affirmative vote of those present at the meeting and eligible to vote shall be necessary to adopt an amendment to the Standing Rules.

## **ARTICLE XII - REVIEW COMMITTEE**

Section 1. The Patrol Leader shall at the beginning of the term of office appoint a review committee.

Section 2. This committee shall make recommendations to the Executive Committee concerning the following:

- (a) Total membership of the patrol as guided by area management.
- (b) Status of all members failing to fulfill minimum requirements as listed in Article III, Section 1., loss of membership.
- (c) Required number of candidates as guided by area management.
- (d) Application, status, training and probation of all transferring registered patrollers.
- (e) Any other issues or circumstances determined by the Executive Committee

The Committee shall meet as necessary and make its recommendations to the Executive Committee.

Section 3. The Review Committee shall consist of one (1) Assistant Patrol Leader, Treasurer, Past Patrol Leader, and two (2) members appointed by the Executive Committee from the patrol general\_membership at large. Past Patrol Leader shall be the committee chairperson.

Section 4. Term of office shall be in accordance with Article IV, Section 2 of the these By-Laws, except for the two general members appointed by the Executive Committee which shall be appointed annually and shall not exceed two consecutive years for any one member.

# **STANDING RULES**

## **BOGUS BASIN SKI PATROL**

### Section 1. Standing Committees

1. Outdoor Emergency Care
2. Avalanche
3. Training (a senior patroller in charge, to be appointed by the board)
4. Civic Functions
5. Social (Includes annual banquet, picnic, etc.)
6. Building Programs and Equipment Maintenance
7. Ski & Toboggan
8. Mountain Travel & Rescue
9. Area Liaison

Other committees shall be created by the organization, or the Executive Committee, or the Patrol Leader in accordance with Article IX, Section 1, of the By-laws of the Bogus Basin Ski Patrol.

### Section 2. Finances

The Bogus Basin Ski Patrol is financed by the BBMRA, BBSP, fund drives, and contributions. All money shall be turned over to the Treasurer. Any single expenditure or disbursement of Patrol funds for over \$750.00 shall be expended only for the purposes as authorized by the Executive Committee and approved by a majority vote of the General Members present and voting at any properly convened meeting of the General Membership. Bank checks shall be signed by the Treasurer and countersigned by the Patrol Leader, or in his/her absence, by the Immediate Past Patrol Leader.

### Section 3. Meeting Time

The regular meetings of this organization shall be held the second Tuesday of each month, in accordance with Article VII of the By-laws. Should circumstances dictate otherwise, the Patrol Leader and/or designee of the executive committee may elect to hold any regular meeting at a time and day other than the second Tuesday provided a minimum of five (5) days notice is given to the general membership in writing via Email or USPS.

### Section 4. Order of Business

1. Call to order
2. Minutes of Previous Meeting
3. Report of Executive Committee Meeting
4. Report of Treasurer
5. Report of Committees
6. Unfinished Business
7. Good of Organization
8. New Business
9. Election of Officers (April meeting only)
10. Adjournment

Order of business may be deviated from, at the discretion of the Patrol Leader or their Designee, depending upon the agenda items presented from the Executive Committee or other business items to be covered at said meeting.

Section 5. Leave of Absence from Ski Patrol

Any rank of Ski Patroller shall have the right to a leave of absence from the active patrol upon submission of written notice to the Patrol Leader stating the duration of the leave and date returning, (not to exceed two ski seasons) and by paying the yearly dues to the ski patrol. The individual patroller shall be granted a leave of absence for the requested time upon paying the dues. Upon submission of a reinstatement letter to the Patrol Leader and completing the outdoor emergency care requirements, including on the hill refresher, the said patroller shall be reinstated as an active patroller.

Section 6. Rules for advancement through ranks and classifications of the Ski Patrol.

The rules for advancement shall be in conformance with the National Ski Patrol System Manuals, and the standing Rules of the Bogus Basin Ski Patrol.

Section 7. Rules for application to the Bogus Basin Ski Patrol

These rules shall conform to the National Ski Patrol Systems Manuals and the Bogus Basin Ski Patrol Standing Rules.

A. Transferring Registered Patrollers

- (1). Must meet all pre-requisites of the National Ski Patrol System and Area Management to be considered for transferred membership.
- (2) Must register with the Bogus Basin Ski Patrol in their current classification, and complete a period of probation.
- (3) Must complete period of probation consisting of a minimum of four (4) scheduled duty days on the hill. The purpose of the probation period shall be to observe the transferring patroller's ability in all ski patrol qualifications required for their particular classification. The Review Committee shall, after completion of the probation period, make recommendation to the membership at the next regular scheduled meeting. At that meeting the membership shall vote upon the acceptance of the transferring patroller. Season pass shall not be issued until acceptance into the Bogus Basin Ski Patrol.

B. Candidate Application

- (1) Must meet minimum age and physical requirements of the NSPS and Area Management.
- (2) Applicant must meet current requirements of NSPS for outdoor emergency care and CPR prior to the opening day of BBMRA for the current year.
- (3) Final date each year for application of new membership is the opening day of BBMRA for the current year. Approved membership form must be satisfactorily completed and presented to the Patrol Leader on or before the above mentioned date. Exception to this rule must be approved by the Executive Committee.
- (4) Applicant must satisfactorily participate in the annual outdoor emergency care refresher course even though applicant has just

completed an emergency care course.

- (5) The training period for candidates shall be no less than one ski season.
- (6) The Candidate Test for advancement to appropriate rank of either Basic Patroller or Auxiliary will be given at the end of the training period by the Training Committee. Upon satisfactory completion of the test, the Trainee becomes the appropriate Patroller status after being voted upon by the patrol membership.

#### C. Youth Patrol

- (1) As permitted by ski area management and subject to the guidance of the patrol's executive committee, youths, ages 15 through 17, may become members of the patrol. Their training and involvement in patrol operations will be subject to area management and patrol direction and will not exceed standards set forth in Division and National operational manuals. Such youths will otherwise be subject to these By-Laws and standing rules.
- (2) Minimum Grade Point Average shall not fall below 2.0 (on a 4/4 scale, or "C" average) at any reporting period while the youth patroller is active with the patrol. In such event that the GPA falls below the minimum requirement, the Executive Committee may suspend the youth patroller from all patrol related activities until such time that the youth patroller can establish a satisfactory GPA in accordance with this rule.
- (3) At the Training Committee or Executive Committees discretion, youth patrollers may be required to have a letter of recommendation from at least, but not limited to one, of the youth patrollers teachers at school.

Amended February 9<sup>th</sup>, 2010