

**BYLAWS**  
**of the**  
**Great Lakes Seaway Trail Volkssport Association**  
**Sackets Harbor, New York**

**ARTICLE I: NAME AND AFFILIATION**

**Section 1.** The name of the organization will be the Great Lakes Seaway Trail Volkssport Association (GLSTVA).

**Section 2.** The Great Lakes Seaway Trail Volkssport Association is affiliated with a national organization known as the American Volkssport Association (AVA). The AVA is the U.S. affiliate of the International Federation of Popular Sports (IVV). GLSTVA will build on Seaway Trail Foundation, Inc. (STF) 501C3 designation; and Seaway Trail Corporation, Inc. (STC) Brand: Great Lakes Seaway Trail (GLST).

**ARTICLE II: OBJECTIVES AND POLICIES**

**Section 1.** The GLSTVA is a nonprofit, nonpartisan, nonsectarian, voluntary membership organization, organized exclusively for charitable and educational purposes under Section 501 (c) (3) of the Internal Revenue Code, to promote the public health, physical fitness, and wellbeing by organizing, promoting, and conducting scheduled programs of noncompetitive, family-oriented, participatory lifetime sports including, but not limited to, walking (including jogging and running), bicycling, swimming, cross-country skiing, and such other events as may be sanctioned by the AVA or IVV. Included are the following specific purposes:

**Section 2.** The objectives of GLSTVA shall be to promote and encourage walking and related activities that encourage a healthy lifestyle on a year round basis in the Byway communities and adjoining geographical regions of New York and Pennsylvania recognized as Great Lakes Seaway Trail.

a. In the development of AVA activities, build on the resource themes of GLST as one of Americas Byways to build multi dimensional experiences that incorporate physical fitness and learning. Programming will be family oriented for the benefit of members, area residents and visitors and world wide responsive to their interests and abilities.

b. All GLSTVA club walks bike and water related independent options as well as events will use the recognized GLST themes to include maritime and military history, natural history, birding, architecture, agriculture, people and culture of the 11 county NY & PA area.

c. GLSTVA club activities will build media business and consumer awareness for the brand GLST and build business membership of STC, membership of GLSTVA, and corporate partnerships of STF and/or GLSTVA

d. Funds raised by GLSTVA will support club programming and its financial sustainability

e. GLSTVA will use STC logo variation with permission

f. Program reports will be shared between 3 organizations (STC, STF & AVA) to provide in kind support to build all organizations to the best level possible

**Section 3.** All activities of the organization shall be performed to be responsive to the needs of all persons, without regard to race, religion, sex, age, national or cultural origin, place of residence, economic circumstances, lifestyle, or social status.

## **ARTICLE III: MEMBERSHIP**

### **Section 1.** Classes of Membership.

- a. Membership, which shall be limited to those individuals and families whose dues are current;
- b. Honorary membership, which may be conferred by the club on an individual whose actions have greatly assisted or promoted the aims of the club or the AVA.

### **Section 2.** Rights and Obligations of Members

- a. Members are encouraged, to the extent possible, to attend meetings, participate in walks and other events and activities, participate in club committees, and be elected as officers or directors of the club.
- b. All persons, without regard to race, religion, sex, age, national or cultural origin, place of residence, economic circumstances, lifestyle, or social status are eligible for membership.
- c. Obligations. All members of the organization are obligated to:
  - (1) Promote the aims and goals of the club and the AVA to the best of their abilities;
  - (2) Uphold the reputation of the club and the AVA at all times;
  - (3) Obey the Bylaws of the club and the Constitution and Bylaws of the AVA; and
  - (4) Pay dues as required.

**Section 3.** Dues. Members must pay annual dues of \$10.00 per individual or \$18.00 per family, payable by December 31st. Notification of dues shall be given by October. Dues not paid within thirty (30) days thereafter shall be automatically dropped from membership in the organization.

## **ARTICLE IV: MEETINGS AND QUORUMS**

**Section 1.** This club shall hold periodic general membership meetings. General membership meetings are open to all interested parties: members, guests, and the general public. The date and place of membership meetings shall be determined by the Board of Directors.

**Section 2.** The annual meeting of this club should be held at a regular meeting no earlier than June 1 and no later than October 1. The meeting date will be set by the Board of Directors, and the general membership will be notified at least 30 days in advance.

**Section 3.** For the purpose of conducting business at a membership meeting, including the annual meeting, a quorum shall consist of the number of members present.

## **ARTICLE V: ELECTED OFFICERS (Executive Committee)**

**Section 1.** The officers shall be a President, Vice President, Secretary, Treasurer and Trailmaster.

**Section 2.** Officer positions may be held jointly by two (2) persons (i.e., Co-Presidents, Co-Secretaries, etc.). No person shall simultaneously serve as an elected director and an officer. Jointly held positions shall have only one (1) vote.

**Section 3.** The officers shall be elected from the list of members.

**Section 4.** Officers may simultaneously hold an appointed position.

**Section 5.** All officers shall enter their official duties on the first day of January of each year and shall serve for a term of one (1) year. They may be reelected to the position for successive terms.

**Section 6.** The President has the following duties and responsibilities:

- a. Be the executive officer of this club.
- b. Preside over all meetings of the club and the Board of Directors.
- c. Promote the objectives of the organization.
- d. Represent the views of the club to the American Volkssporting Association.
- e. Perform such other duties and responsibilities as usually pertain to such office.

**Section 7.** The Vice President has the following duties and responsibilities:

- a. In the absence of the President, the Vice President shall preside at all club and Board of Directors meetings.
- b. Perform such duties and responsibilities as usually pertains to such office or as may be assigned by the President or Board of Directors.

**Section 8.** The Secretary has the following duties and responsibilities:

- a. Keep minutes of the meetings of the club, Board, and committees as appropriate.
- b. Submit reports to the club at such times as the President or Board may require.
- c. Perform such other duties and responsibilities as usually pertains to such office or as may be assigned by the President or Board.
- d. In the absence of the President and Vice President, the Secretary shall preside at all club and Board of Directors meetings.

**Section 9.** The Treasurer has the following duties and responsibilities:

- a. Receive all funds paid to this club and promptly deposit them in the official depository(ies).
- b. Disburse funds as directed by the Board of Directors.
- c. Maintain the club financial accounts and records.
- d. At all times, make available for inspection by the President, the Board, or any authorized auditors, the financial accounts and records of the club.
- e. Make a financial report to regularly scheduled Board meetings, membership meetings, at the annual meeting of the club, and at such other times as the President or Board may require.
- f. Perform such other duties and responsibilities as usually pertain to such office or as may be assigned by the President or Board.

**Section 10.** The Trailmaster has the following duties and responsibilities:

- a. Responsible for approval of all sanctioned AVA events.
- b. Assure that the club has sufficient event-related supplies for start/finish and checkpoint locations, safety of participants and materials to mark trails for participants to follow
- c. Keep an archive file of walk directions and maps for each sanctioned event conducted by the club.

## **ARTICLE VI: BOARD OF DIRECTORS**

**Section 1.** The Board of Directors shall consist of the officers and one (1) elected director, and the appointed positions named in Article IX, Section 1.

**Section 2.** Each director shall be a member in good standing.

**Section 3.** The elected directors shall enter upon their official duties on the first day of January of each year and shall serve for a term of one (1) year.

**Section 4.** The Board of Directors shall determine the policies and activities of the club, approve membership policies, approve the budget, advise committees and appointed chairs, and have general management of the club.

**Section 5.** The Board of Directors shall meet regularly at least every other month and hold additional meetings at the call of the President or a majority of the Board.

**Section 6.** An Executive Committee of the Board of Directors is authorized to make decisions on behalf of the Board when it is deemed difficult or impossible to gather the Board for a special meeting. The Executive Committee shall be made up of the President, Vice President, Secretary, Treasurer, and at least one (1) director. Decisions made by the Executive Committee will be reviewed and/or confirmed at the next regular Board meeting.

**Section 7.** Each member of the Board of Directors carries an equal vote, and a quorum shall be a majority (4) of the Board membership.

## **ARTICLE VII: ELECTION OF OFFICERS AND DIRECTORS**

**Section 1.** The election of officers and directors shall be held at the annual meeting.

**Section 2.** Voting shall be by ballot. Only members present and in good standing may vote. There shall be no voting by proxy or absentee ballot.

**Section 3.** At least eight (8) weeks prior to the annual meeting, the President shall appoint a Nominating Committee. The committee shall consist of not less than three (3) members and, if possible, at least one (1) past President. The President shall designate the chairman of this committee. The duties of this committee shall be to make nominations, with the consent of those nominated, and to prepare a ballot for the election of such officers and directors.

**Section 4.** At least four (4) weeks before the annual meeting, the Nominating Committee shall submit to the President a list of nominees not exceeding two (2) in number for each of the elected positions to be filled.

At least two (2) weeks before the annual meeting the list of nominees will be made available to the membership. At the annual meeting, nominations from the floor may be made for any office and, when so made, together with the list submitted by the Nominating Committee, shall then be the list of nominees submitted for an election of officers and director.

## **ARTICLE VIII. VACANCIES IN OFFICE**

**Section 1.** In the case of a vacancy in the office of President, the Vice President shall succeed to the office. In the case of a vacancy in the office of Vice President, Secretary, Treasurer, or director, the vacancy shall be filled by the Board of Directors.

## **ARTICLE VIX. COMMITTEES**

**Section 1.** Appointment. Committees, standing or special, shall be appointed by the President, with the advice and approval of the Executive Board, as deemed necessary to carry on the work of the organization. The President shall be a member ex officio of all committees except the Nominating Committee.

**Section 2.** Finance Committee. A Finance Committee composed of the Treasurer and up to four (4) other members shall be appointed by the President promptly after each Annual Meeting. It shall be the duty of this committee to prepare a budget for the fiscal year and to submit it to the organization at its annual meeting. The Finance Committee may from time to time submit supplements to the budget for the current fiscal year.

**Section 3.** Events and Trails Committee. An Events and Trails Committee of up to seven (7) members shall be appointed by the President, whose duty it shall be to assist the Trailmaster and set the club's agenda for club events and year-round events (YRE) for the coming year.

**Section 4.** Program Committee. A Program Committee of up to five (5) members shall be appointed by the President to assist the Vice-President to plan annual and monthly, if applicable, programs of the organization.

**Section 5.** Auditing Committee. An Auditing Committee of three (3) members shall be appointed by the President at the regular meeting just prior to the organization's annual meeting, whose duty it shall be to audit the Treasurer's accounts at the close of the fiscal year and to report the results at the Annual Meeting.

**Section 6.** Other Committees. Such other committees, standing or special, shall be appointed by the President as the organization or the Executive Board shall from time to time deem necessary to carry on the work of the organization.

**Section 2.** Where desired, there shall be the option of expanding the committee structure by creating other standing committees which would enable the club to function more effectively in terms of its own needs and interests. The duties of such committees shall be determined at the time they are created.

**Section 3.** Each standing committee may be composed of three(3) or more members and shall serve for a term of one(1) year, commencing on the first day of January. All members of a committee are appointed by and are subject to removal by the President. Each committee shall be responsible to the President and shall make such reports as the President or Board of Directors may direct.

**Section 4.** Subject to the approval of the Board of Directors, special committees may be appointed by the President and they shall perform such duties as may be defined in their creation.

## **ARTICLE X. OBLIGATIONS**

**Section 1.** This club shall exercise fully the privileges and rights of membership in the American Volkssport Association (AVA) and the International Federation of Popular Sports (IVV) and shall discharge promptly all obligations imposed by these two (2) organizations.

**Section 2.** The Board of Directors shall provide for the prompt review, approval, and forwarding of all required reports.

**Section 3.** The Board of Directors shall provide for the prompt payment of all dues and other obligations.

**Section 4.** The President or his designee should act as club contact to AVA and IVV.

**Section 5.** The President should be the club's delegate at any regional or national meeting of AVA. In the event the President is unable to attend the regional or national convention, the Board of Directors should elect alternate delegates.

## **ARTICLE XI. PARLIAMENTARY AUTHORITY**

**Section 1.** *Robert's Rules of Order Newly Revised* shall be the parliamentary authority for all matters of substance or procedure not specifically covered in these bylaws.

## **ARTICLE XII. AMENDMENTS**

**Section 1.** Any amendment of these bylaws may be adopted by two-thirds(2/3) vote of the members present at any regular meeting, provided written notice of the proposed amendment shall have been given to the members at least two(2) weeks prior to the meeting. The members in attendance shall constitute a quorum. There shall be no voting by proxy or absentee ballot.

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(President –Great Lakes Seaway Trail Volkssport Association) (date)

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(Secretary – Great Lakes Seaway Trail Volkssport Association) (date)