



Tehachapi Mountain Trails Association
A Section 501c3 Non-Profit Organization

BY-LAWS

Article I

Name

The name of the organization shall be the Tehachapi Mountain Trails Association, hereinafter known as TMTA.

Article II

Mission Statement

TMTA is a non-profit group for those that are into mountain biking, road cycling, hiking, and other outdoor enthusiasts with a focus in creating and preserving multiuse non-motorized trails in the greater Tehachapi area.

Article III

Board of Directors

- The Board of Directors shall serve without pay and consist of the following Five offices: President, Vice President, Secretary, Treasurer, and Trails Manager.
- Board members will be elected by majority vote from the membership present at the Bi-Annual November Meeting.
- The President must be a member in good standing with the TMTA for two consecutive years prior to election; all other board positions must be members in good standing with the TMTA for one year prior to election.
- The President shall preside at all the Board meetings, appoint committee members, prepare meeting agendas or other documentation as needed, and perform other duties as associated with the office.

- The Vice President shall support the President, fill in for the President to lead meetings as needed, contribute to board votes, help with appointing committee members, and be active in event planning.
- The Secretary shall be responsible for the board meeting agenda and minutes of the Board, ensuring that approved minutes are accessible to all members, and for all record keeping.
- The Treasurer shall keep record of the budget, prepare financial reports as needed, and file the annual Federal Tax Return.
- The Trails Manager shall be responsible for inspecting and managing the maintenance of the TMTA Trails, organizing trail maintenance days, keeping stock of trail maintenance equipment, draft and finalize new trail designs and wooden feature construction, contribute to board votes, and provide input at meetings as needed.
- The Board of Directors will serve a term of two years and be nominated and elected by members at the Bi-Annual Meeting in November.
- Board Members with three consecutive meeting absences without communicating the reason for their absence shall be dismissed from the Board. Board vacancies shall be filled by a majority vote of the remaining Board members for the remainder of the term.

Article IV

Duties of the Board of Directors

The TMTA Board of Directors shall carry out the following duties:

- Assist members in organized events, including weekly local rides, out-of-town rides, social gatherings, etc.
- Establish yearly goals and evaluate progress made towards these goals. Modify goals as needed and allocate resources to meet goals and promote mission.
- Create and vote to approve an annual TMTA operating budget, and track progress towards budget items throughout the year.
- Secure a group insurance policy that covers all TMTA activities for the year.
- Manage the TMTA Trails network in adherence to the rules set forth in the Land Use Agreement with the landowners.

- Consider and act upon proposals presented to the club.
- Appoint volunteer positions, standing and ad hoc committees as needed.
- Reject any applicant or terminate the membership of any person deemed detrimental to the best interest of TMTA.

Article V

Volunteer Positions

The Board shall appoint the following volunteer positions: Membership Coordinator, Website Administrator, Publicity Coordinator, and Graphic Design Coordinator.

Article VI

Duties of the Volunteer Positions

Membership Coordinator: manage membership drive, maintain a list of current members, and report to the board.

Website and Social Media Administrator: manage website and other online postings such as but not limited to: Facebook, Instagram, Trailforks, MTBProject, etc.

Publicity Coordinator: provides new ways to promote TMTA, seeks sponsorships for events and various projects of TMTA, prepares press releases for local newspapers, magazines, radio and TV as needed.

Graphic Design Coordinator: Creates logos, graphics, and other art for club events and publications.

Article VII

Meetings

Meetings will be conducted in accordance with a modified form of Robert's Rules of Order.

Meetings will take place according to a schedule set by the Board and members will be notified.

The President or a majority of the other Board members with three days' notice may call special meetings at any time.

Meeting agendas must be available at each meeting; requests to be added to the agenda can be made up to 1 day prior the next scheduled meeting, or during the "New Business" section of the next meeting date.

Article VIII

Voting

A majority of the Board of Directors and 5 members constitutes a quorum. In the absence of a quorum, no formal action can be taken except to adjourn the meeting to a subsequent date.

Passage of a motion requires simple majority of the Board of Directors and 5 members.

Article IX

Conflict of Interest


Any member of the Board who has financial, personal, or official interest in, or conflict (or appearance of conflict) with any matter pending before the Board, of such nature that it prevents or may prevent that member from acting on the matter in an impartial manner, will offer to the Board to voluntarily excuse him/herself and will refrain from discussion and voting.

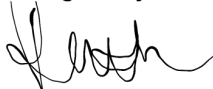
Article X

Amendments

These by-laws may be amended in accordance with Article VIII at a meeting or special meeting. Members must be advised in advance of the proposed amendment(s) and advised of a special meeting.

Approval Date:

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TMTA President
Brandon Griffiths

Signed by:
 12/12/2024
E487DABBA8AB458...
TMTA Secretary
Rebecca Wuth

