

## **Article I: Name and Purpose**

The name of the organization shall be The Roanoke Appalachian Trail Club, Incorporated, incorporated under the provisions of Chapter 2 of title 13.1 of the Code of Virginia (Articles of Incorporation, November 1, 1985). Its purpose shall be:

1. to open, develop, extend and maintain trails for walkers, mountain climbers and nature students in wooded and mountain regions accessible from Roanoke, Virginia, more particularly a trail along the crestline of the mountains of southern Virginia, to be a section of the Appalachian Trail, which extends from Maine to Georgia.
2. to construct and maintain campsites, open shelters and permanent camps along the Appalachian Trail.
3. to collect data of interest to users of the Trail concerning scenery, history, geology, botany, forestry, and wildlife of the Appalachian Mountains.
4. to prepare maps, guide books and camping data.
5. to encourage hiking and the use by organizations and individuals of the trails constructed and maintained by the Club.
6. to educate the public in proper camping methods and forest fire prevention.
7. to provide support to the Appalachian Trail Conference (ATC) in monitoring and managing the National Park Service lands within its assigned sector of the Trail which were purchased for the purpose of Trail Protection.
8. to participate in and encourage the development of laws and regulations that protect the Appalachian Trail and its related interests.
9. to use all legal means to protect and defend the Appalachian Trail and its related interests.

## **Article II: Elective Officers-Board of Directors**

The elective officers of the Club shall be President, Vice-President, Secretary, Treasurer, Supervisor of Trails, Supervisor of Shelters, Land Management Supervisor, Conservation Supervisor, Hiking Supervisor, Bulletin Editor, Membership Coordinator and two Counselors. Each of the elective officers shall also be a director of the corporation and a member of the Board of Directors.

### **Article III: Conference officer**

Any member of the Club who does not hold an elective office in the Club but who holds or is elected to an office of the Appalachian Trail Conference shall automatically become a liaison officer between the Club and the Appalachian Trail Conference. His tenure of office shall terminate concurrently with relinquishment of office in the Appalachian Trail Conference.

### **Article IV: Standing Committees**

The President shall appoint such standing and/or special committees deemed necessary for the efficient administration of the Club's affairs.

### **Article V: Membership**

Membership shall be extended to any person eighteen years of age or older.

### **Article VI: Election of the Board**

The officers - President, Vice-President, Secretary, Treasurer, Supervisor of Trails, Supervisor of Shelters, Land Management Supervisor, Conservation Supervisor, Hiking Supervisor, Bulletin Editor, Membership Coordinator and one Counselor - shall be elected at each annual meeting of the Club. All officers shall serve for one year with the exception of the counselors who are to serve two years. Newly elected officers shall take office immediately. The President shall not be eligible for re-election after having served three successive terms in office. In the event of the death or resignation of an officer, The Board of Directors shall appoint a temporary successor to serve until the next annual meeting.

### **Article VII: Duties of the Officers**

The duties of the officers shall be to:

President - Preside over regular meetings of the Board and call special meetings when required. Appoint Standing and Special Committees. Be the principal representative for the Club in external affairs. Coordinate and guide the Club functions. Provide the tie-breaker vote on issues before the Board.

Vice-President - Represent the President in all functions either in the absence or resignation of the President or when delegated by the President.

Secretary - Maintain Club minutes of meetings including results of voting on Board resolutions and such other records as appropriate to conduct Club business. Provide an external communications channel through letters or other means. Prepare the corporation annual report for submittal to the State Corporation Commission.

Treasurer - Prepare the Club annual budget and monitor the agreement of expenditures with the budget. Alert the Board on significant budget expense problems with recommendations for corrections. Provide a monthly financial summary for the Board meeting. Respond to inquiries about Club activities and to membership inquiries. Maintain the Club paid-membership list with special attention to life and complimentary memberships. Inform the Board of membership changes. Provide a quarterly update of the membership list to the Bulletin editor and to the Circulation committee.

Supervisor of Trails - Supervise the location and maintenance of that section of the Appalachian Trail assigned to the Club by the Appalachian Trail Conference and other related facilities. Provide each section of the Trail with a responsible monitor through a team of trail overseers. Maintain an inventory of trail maintenance tools. Report to the ATC and Jefferson National Forest on work party participation. Prepare an annual budget for Trail maintenance expenses.

Supervisor of Shelters - Monitor the status of the Club shelters. Plan and execute shelter construction and maintenance programs. Coordinate activities with the Trail Supervisor, Jefferson National Forest, and the ATC. Prepare an annual budget for shelter maintenance expenses.

Land Management Supervisor - Administer Club responsibilities to the Appalachian Trail Conference for monitoring of the Trail corridor and the National Park Service (NPS) lands. Appoint and maintain a team of monitors to oversee the NPS lands and facilities. Administer Club responsibilities for non-Trail uses of NPS facilities. Provide periodic status reports on NPS lands to the ATC. Represent the Club to the ATC, the National Park Service, and the United States Forest Service in support of these responsibilities. Prepare an annual budget for land management activities.

Conservation Supervisor - Revise and maintain the Local Management Plan. Coordinate the Club's response to external threats to the trail experience. Serve as the Club's liaison to appropriate agencies in response to incidents occurring on Appalachian Trail lands. Coordinate cultural and natural resource activities with the Appalachian Trail Conference and other appropriate agencies.

Hiking Supervisor - Plan and prepare for publication the periodic hiking schedule with consideration for total Club activities. Develop new hikes. Solicit and encourage participation of present and new members in hike leadership.

Bulletin Editor - Oversee all aspects of the Bulletin publication and delivery to the members as performed by the Circulation committee. This includes editing, assembling, reproducing, addressing, and mailing of the Club's periodic Bulletin.

Membership Coordinator - Provide leadership in the development of outreach programs and activities to cultivate new membership and maintain existing membership with emphasis on developing volunteerism in the membership. Coordinate membership development programs with other club function and activities. Obtain help of the Board members, committees and membership at large as needed with the outreach programs. Serve as a liaison between the membership and the Board of Directors, welcome new members, respond to membership and club activities inquires. Coordinate membership lists with the Treasurer.

Counselors - Provide continuity between elected Boards through offering background and advice on issues before the Board.

### **Article VIII: Annual Meeting**

The annual general membership meeting of the Club shall be held during the month of March of each year on a date to be selected by the Board of Directors. Other meetings may be called by the President as provided in these By-laws.

### **Article IX: Board Meetings**

Regular meetings of the Board shall be held each month with the exception of one month during the summer. Dates of meetings are to be designated by the President.

Seven members of the Board shall constitute a quorum.

Special meetings of the Board may be called by the President or by a quorum of the Board on four days notice to each officer.

Unless excused by the Board of Directors, the absence of an officer from three successive Board meetings shall be deemed a resignation from office.

**Article X: Special Meetings**

Special meetings of the Club may be called by the President upon one weeks notice to all members and may also be called by petition of one-fifth of the regular members.

**Article XI: Dues**

The classification and annual dues of the Club membership shall be:

New Member Packet Fee	\$ 5.00
Individual Member	\$ 10.00
Family Member	\$ 15.00
Life Member	\$500.00

Persons becoming new members after July 1 shall be considered paid through the following year.

**Article XII: Unpaid Dues**

Dues are payable January 1. Any member whose dues are unpaid as of March 1 shall be notified and shall automatically be suspended from membership effective June 1. Any member so suspended shall, at the discretion of the Board, be reinstated upon payment of current dues.

**Article XIII: Fiscal Year**

The fiscal year shall begin January 1 and end December 31.

**Article XIV: Powers**

The Board of Directors may make such rules and regulations, as it deems advisable, not inconsistent with the By-laws and Articles of Incorporation.

**Article XV: Amendments**

These By-laws may be amended at any meeting of the Club called by the President, provided a notice of such amendment has been sent to all voting members at least fifteen days and not more than fifty days prior to the meeting; a two thirds vote of members present being necessary to ratify any amendment.

**Article XVI: Effective Date**

These By-laws shall become effective upon approval by two thirds of the Club members present at a meeting called for the purpose of its consideration.