

Articles & Constitution

Red River Jeep Club

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Acronyms

Executive Election Year	EEY
Election Month	EM
Fiscal Year	FY
Manitoba Association of Automobile Clubs	MAAC
Off Road Vehicle	ORV
Red River Jeep Club	RRJC

Article 1 – Name

This organization shall be known as the Red River Jeep Club (RRJC).

Article 2 – What We Do

We are a MAAC registered group of Jeep enthusiasts who enjoy spending time turning wrenches, telling stories, and most of all exploring some of the most beautiful terrain Manitoba has to offer. We organize exciting family-oriented events, off-road runs, and overnight camping weekends. We aspire to follow Tread Lightly¹ principles so that Manitoba will remain a 4x4 friendly province.

¹ See <https://treadlightly.org/learn> & <https://www.leavenotracedude.com/lib-treadlightly.php>

Article 3 – Membership

Section 3.1 – Code of Conduct

It shall be the duty of each member to abide by all laws, bylaws, and RRJC Regulations². Each member shall participate, co-operate and support RRJC to the best of their ability. Members shall conduct themselves in a manner that reflects positively on RRJC.

Section 3.2 - Dues

Membership starts when dues are paid in full and ends as per [Article 4 Section 4.1](#). Membership may include more than one individual, where each individual holds/is permitted one (1) vote provided they are at least sixteen (16) years old.

Voting members per membership shall be limited to those having the use of a Jeep vehicle with a limit of two (2) voting members per vehicle.

Section 3.3 - Removal

Any member who is deemed objectionable to RRJC by the Executive Board may, upon written complaint, be removed from RRJC membership by a fifty one percent (51%) vote of the membership present and voting. Should a member be removed from RRJC membership, their dues would be refunded on a prorated basis.

Section 3.4 – De-badging

Members leaving or removed from RRJC are expected to remove all RRJC decals/identification.

Article 4 – Dues & Finance

Section 4.1 - Dues

Annual Dues shall be payable before the start of the Executive Election Year (EEY). Should a member join from December through March, their dues will carry them through to the following EEY.

Section 4.2 – Fiscal Year

The EEY shall start April 1 and end March 31.

The Fiscal Year (FY), for accounting purposes, shall start January 1 and end December 31.

Section 4.3 – Signatories

The RRJC Treasurer and Vice-President shall be signatories on the RRJC bank account. The Treasurer shall be the primary signatory and the only card holder.

Section 4.4 – Executive Officer Spending Threshold

Expenditures and commitments shall not exceed the amount of cash on hand.

The Executive Officers shall not exceed a spending threshold of five hundred dollars (\$500), before taxes and any additional fees (if applicable). Anything above this threshold shall be brought to the Membership at large to vote on as specified in [Article 8 Section 8.2](#).

² Appendix A – RRJC Regulations & Equipment

Article 5 – Executive Officers

Section 5.1 – Length of Term & Position Descriptions

The Executive Officers of RRJC shall serve one (1) EEY and be elected in the following order:

Section 5.1.1 – President

The President shall preside over all meetings. It is the President's duty to see that committees are filled, organized and that they meet regularly, as evidenced by their secretaries' reports. The President shall act as ex officio member on all committees.

Section 5.1.2 – Vice-President

In the President's absence, the Vice-President will act in the President's stead with the full powers of the President. In addition, to provide coverage for the Treasurer, the Vice-President will also have signatory authority on the RRJC bank account as specified in [Article 4 Section 4.3](#).

Section 5.1.3 – Secretary³

It shall be the duty of the Secretary of RRJC to keep a true and accurate record of the Membership and to keep minutes of all meetings. Electronic archival of Monthly Meeting minutes must be accessible to all members.

Section 5.1.4 - Treasurer³

The Treasurer shall have in custody all monies and properties of RRJC and to pay all expenditures of RRJC when authorized in accordance with the by-laws. The Treasurer shall give a financial report at each Monthly Meeting. Upon ending their term, the Treasurer shall deliver to their successor all monies, documents, and RRJC property.

Article 6 – Executive Elections

Section 6.1 – Elections & By-Elections

Elections shall be held at the April Monthly Meeting. Should an event occur where an existing Executive Officer position is vacated, prior to the end of the EEY, calling a by-election may be requested by the membership at a Monthly Meeting.

Section 6.2 – Announcement

At least 60 days prior to the annual election the President shall appoint a Nominations Committee which shall nominate members for the offices for the coming year to be presented at the Election Meeting (EM). The Nominations Committee shall conduct the EM and nominations for Executive Officers must be submitted prior to the conclusion of the March Monthly Meeting.

Section 6.3 – Eligibility

Eligibility to hold an executive position, members must have their dues paid in full for the EEY term that they are nominated.

³ Secretary and Treasurer will be combined until membership numbers warrant separate duties.

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Section 6.4 – Closing of Nominations

Nominations may be closed by the Nominations Committee Chairperson should the number become unmanageable as defined by the Nominations Committee.

Section 6.5 – Results

Elections shall be won by a majority vote of those members present and voting.

Section 6.6 – President Elect

The President Elect maintains any other office prior to election, as does the Vice-President Elect, until such time as the voting is complete and new Executive Officer(s) is(are) announced.

Section 6.7 – Officer Removal

Any officer who is deemed objectionable to RRJC by the Executive Board, may by written complaint, be removed from office by a two-thirds (2/3rd) vote of the membership present and voting. Information on such vote to be supplied to each member of record electronically not less than ten (10) days prior to such vote.

Article 7 – Committees

All committees shall be formed upon need and report to the President about progress in whatever area they are responsible for. It is each committee's responsibility, upon formation, to decide who the Committee Chairperson shall be. The President shall act as ex officio member on all committees.

Article 8 – Monthly Meetings

Section 8.1 – Monthly Meetings

Monthly Meetings shall be scheduled by the Executive Officers.

Section 8.2 – Quorum

A quorum to transact business shall consist of at least twelve (12) eligible voting members plus one (1) Executive Officer must occur at a Monthly Meeting. At a meeting where a vote will be taken, and there aren't enough members present to meet the quorum, no official business can be conducted.

Section 8.3 – Order of Business

Order of Business shall be:

1. Call to order
2. Count of members
3. Treasurer's report
4. Committee reports
5. RRJC Business
6. Open Forum
7. Adjournment

Article 9 – Amendments

Proposed amendments to the RRJC Articles & Constitution shall be submitted in writing to the Secretary for review at a Monthly Meeting. They shall be read by the Secretary and discussed for a reasonable time defined by the President. A vote will be taken at the next Monthly Meeting where it will be determined if any changes will occur.

Article 10 – Bookkeeping & Records

The books and records of RRJC shall be made available to any current paid member upon request to an Executive Officer. Private information will not be shared outside of Executive Officers without Member consent.

An audit may be performed by a committee comprised of current paid members on a volunteer basis. Three months' notice must be provided to the Executive Officers. Volunteers will be identified at the Monthly Meeting following the initial request for audit.

Appendix A – RRJC Regulations & Equipment

Regulations

1. All vehicles must have a valid registration and insurance.
 - a. Vehicles towed to an off-road run must have at minimum an ORV (Off Road Vehicle) plate.
2. All drivers must have a valid driver's license.
3. Zero tolerance with regards to the influence of drugs/alcohol.
4. A drivers' meeting to be held prior to rollout and a Trail Boss must be appointed.
5. If the group is travelling on highway together, the convoy must be courteous to other users of the road.
 - a. Ensure your headlights are on, not Auto, so taillights are illuminated.
 - b. Stay in the right lane except to pass or turn left.
 - c. Following distance between vehicles must allow space for other drivers to move in and out of the convoy.
 - d. No passing other vehicles in the convoy unless communicated prior.
 - e. Communicate the need to pull over to the group by turning on your hazard signals before gradually slowing down so those behind you can do so as well.
6. If you are leaving the group, let the Trail Boss know.
7. Practice Tread Lightly⁴.
8. Guardians must keep an eye on their children.
9. Pets must be firmly held on a leash at all times when outside of the vehicle.

⁴ See <https://treadlightly.org/learn> & <https://www.leavenotracedude.com/lib-treadlightly.php>

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Equipment

The following is not totally inclusive and serves as a guideline for all to enjoy their experience.

Strongly Recommended

1. Seatbelts for all occupants.
2. Recovery points front and rear, ball-type hitches are not acceptable.
3. Full size spare tire and means to remove it.
4. Open top vehicles must have at least the factory roll-over bar.
5. Recovery strap or kinetic rope with loops at both ends rated to at least 27,000 lb.
6. Spill kit.
7. Clevises/Shackles rated for the application.
8. Skid plates, factory/aftermarket, to protect your vehicles' undercarriage.
9. A/B/C fire extinguisher.
10. First Aid Kit.
11. Communications equipment approved by RRJC.

Recommended

1. Air compressor and tire pressure gauge.
2. Winch rated at least 1 ½ times the weight of the vehicle, tree saver, and tackle (snatch block).
3. Hi-Lift, farm, or bottle jack.
4. Tools, spare parts, and extra fluids such as:
 - a. Ratchet straps
 - b. Axe/Saw
 - c. Booster cables
 - d. Tarp
 - e. Shovel/spade
 - f. Work gloves
 - g. Fuel, coolant, washer, oil, etc.
5. Clothing suitable to the conditions including a spare set.
6. Sunscreen & bug repellent.