

Gad-Zuks! 4-Wheelers



By-Laws
STANDING TRIP RULES
SAFETY REQUIREMENTS



Member: California Four Wheel Drive Association, Inc.

Club By-Laws Gad-Zuks! 4-Wheelers

ARTICLE I – Club Name:

Sec. 1. The name of the Organization shall be: Gad-Zuks! 4-Wheelers

Sec. 2. Wherever relevant, material, or otherwise referred in this document, the term “Club” or “the Club” is understood to and shall refer to “Gad-Zuks! 4-Wheelers”

ARTICLE II – Purposes and Aims:

Sec. 1. The primary aim of the Club is to promote and encourage safe and enjoyable off-highway four-wheel-drive activities for a family group with an eye toward education and conservation.

Sec. 2. This organization shall be nonprofit in character and shall support the California Four Wheel Drive Association Inc., and abide by its By-Laws and procedures.

ARTICLE III – Membership and Dues:

Sec 1. Membership is open to owners of Suzuki, Geo, and all other four-wheel-drive vehicles. All Prospective members are required to attend at least one meeting and have their vehicle inspected by the Club safety officer prior to participating on a Club run.

Sec 2. Qualifications for membership:

A. All members of the Club shall meet the following criteria and requirements;

1. Abide and be bound by, and conform to the By-Laws of the Club

2. Abide and be bound by and conform to all federal, state, municipal and local laws, rules and regulations, ordinances and statues as applicable and in full force and effect.

3. Be an individual of good moral fiber, character, and integrity and be sponsored by a Club member in good standing

B) Regular prospective membership requirements;

1. All prospective members shall submit a membership application and shall:

a) Attend three (3) sanctioned Club runs, one (1) of which must be an AAT run and three (3) meetings within a six (6) month period.

b) Must have a vehicle safety inspection and pass prior to being voted in.

c) Must be a current member of or agree to joining the California Four Wheel Drive Association Inc.

d) Must pay Club and the California Four Wheel Drive Association Inc. dues at time of being voted in.

2. Each prospective member may designate one member of his/her family as a co-member.

C) Associate members

A business or person may apply by submitting an application to be admitted as an associate member to the Club upon payment of dues and by a 2/3 majority vote of the membership present. An associate member may not vote or hold office. The scope of

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intent of this section is to allow membership to the Club to those who might otherwise not qualify for entry as a regular member. i.e.: out of state members, loss of vehicle, or other reasons deemed appropriate by a 2/3 majority vote by the general membership present. Note: membership in Cal4Wheel is not mandatory.

D) Honorary membership

A business or person may be admitted as an honorary member for any reason deemed appropriate by a unanimous vote by the Board of Directors and confirmed by a unanimous vote by the Club membership present. Honorary members will not have voting rights nor will they be required to pay dues. Honorary members may attend/participate in Club functions and events. Those wishing to become an Honorary Member shall submit a membership application. Note: membership in the California Four Wheel Drive Association Inc. is not mandatory.

Sec 3. A sanctioned run is defined as a run that was announced at a previous Club meeting, or was relayed by phone or email and was attended by at least three Club members, each in his/her own vehicle. Attendance of a meeting shall constitute attending a meeting from its commencement to its adjournment. Attendance of a day run shall constitute attendance from the commencement to the conclusion by the majority of the Club member participants. Attendance of a night run which commences on one calendar day and concludes on the next calendar day does not constitute an overnight event.

Sec 4. Members must meet mandatory safety equipment requirements.

Sec 5. Members must be 18 years of age or older and have a valid driver license and minimum auto insurance.

Sec 6. Dues for the Organization shall be \$35.00 per year and will be due at the April meeting. Associate member dues are \$25.00, and have an option to not belong to Cal4Wheel. New members will be prorated at a rate of \$3.00/month for the balance of the year. Associate members will be prorated at a rate of \$2.25/month for the balance of the year.

Sec 7. To retain Club membership and remain in good standing a member shall:

- A) Pay current annual Club fees and retain membership in Cal4Wheel
- B) Attend four (4) sanctioned Club outings and six meetings a year
- C) Abide and be bound by, and conform to the By-Laws of the Club

Sec 8. Membership reinstatement by a member previously in good standing who has voluntarily withdrawn from the Club may apply for reinstatement. Request must be submitted in writing along with Club and Cal4Wheel dues that are currently due and or owing. Any member that has not been a member of the Club for more than one year shall submit a new membership application. All members that have been dropped from membership shall be required to attend one meeting and one run prior to be voted in. When the meeting, run and safety inspection requirements have been met, members shall be notified by phone call or email of the impending vote. All requests for reinstatement shall be subject to a simple majority vote by the Club members. New plaques shall be issued upon payment of a \$5.00 deposit each.

Note: Dues to Cal4Wheel may be waived upon proof of membership in Cal4Wheel

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- Sec 9. The Board of Directors is vested with the power and full authority to expel any member who has breached, failed to perform, or violated any provisions of intent of the Club's By-Laws. A simple majority vote by the Board of Director is sufficient to expel.
- Sec 10. By-Laws/Cost of dues will be reviewed every odd numbered year in the month of October.
- Sec 11. To change a By-Laws during the year (other than during the review period), there needs to be a 30-day written notice before the By-Laws can be voted on and/or changed.
- Sec 12. A minor attending a Club function must be accompanied by a parent or guardian, or an adult with a written authorization in case medical care is needed.
- Sec 13. Waivers or Exceptions to all of the above requirements must be submitted to the Club President in writing for presentation to the Board of Directors for final action.
- Sec. 14. When a prospective member has completed all of his/her requirements on his/her membership application, the application shall be eligible to be voted on. The general membership shall be notified at least two weeks prior to the proposed voting on an application. Such communication shall be effected by phone call, mail or email by the Membership Chairperson.

ARTICLE IV – Rules of Conduct

- Sec 1. When in camp, all dogs and kids must be on a leash or kept under control.
- Sec 2. All applicable laws must be obeyed. Failure to do so can result in membership review. This includes drinking and driving.
- Sec 3. Un-sportsman like conduct can result in membership review.

Article V – Meetings and Activities:

- Sec 1. There will be at least one official Club Meeting per month.
- Sec 2. Special meetings can be called with prior notification of members.
- Sec 3. There will be at least one official Club activity planned per month.

ARTICLE VI – Safety Equipment:

- Sec 1. There will be a safety check performed on each run. This will be done by the Safety Officer, Sheriff, Run Leader or other appointed officer as necessary.
- Sec 2. Mandatory Equipment (for members and guests):
- A) First Aid Kit
 - B) If taking prescribed medication from a Dr. bring extra in case of emergency
 - C) Emergency contact information

ARTICLE VII – Officers, Board of Directors & Committees

- Sec 1. Elected Officers
- A) Elections will be held at the December meeting every year and the new officers will take over in January. Nominations for new officers will be taken at the November meeting. A simple majority vote of those members present at the December general

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meeting is required for election. Delegates and Committee chairmen may be appointed by the President as he/she deems appropriate and necessary to fulfill the purpose, spirit and intentions of the Club.

B) To be elected into office, you must be a member in good standing for a minimum of one year.

C) Officers to be elected

- a. President
- b. Vice President / Membership Chairperson
- c. Secretary
- d. Treasurer
- e. Safety Officer
- f. Cal4Wheel Chairperson
- g. Adopt-A-Trail Chairperson

Sec 2. Board of Directors

A) The Club Board of Directors shall consist of the elected officers. Each member has one vote, however the President as a matter course shall not vote except to “break a tie”, “cause a tie”, or to make a vote unanimous. Note: on a tie vote on any motion... the motion is defeated; re: Robert’s Rules of Order

B) The Board of Directors shall have the power and authority of constitutional judiciary. All Club members are subject to the decisions of the Board of Directors as the same will be final, binding and conclusive, and not subject to review

Sec 3. The President:

- A) Shall preside at all regular, special and Board of Director meetings
- B) Shall have the power to call special meeting and elections
- C) Shall have the power to cosign all Club checks with Secretary/Treasurer
- D) Shall sign all Club documents
- E) In the event of death, incapacitation or resignation of the President, the Vice-President will succeed to the presidency for the remainder of the existing term or call for a special election if he/she declines the presidency
- F) If the Vice-President ascends to the Presidency, he/she shall appoint a new Vice-President subject to the confirmation by a simple majority vote by the membership at the next regular meeting

Sec 4. The Vice-President

- A) Shall assist the President and act on his/her behalf during the Presidents absence or temporary incapacity
- B) Shall have the duty of membership chairman to review application for Club membership and to prepare applicants for induction
- C) Shall be responsible for introducing guests and shall keep a record of all visitors at meetings and on Club outings and sanctioned events
- D) In the event of death, incapacitation or resignation or for any other reason the office of the Vice-President is vacated, the President shall appoint a new Vice-President to complete the remainder of the term of that Vice-President, subject to confirmation by a

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simple majority vote of the general membership at the first opportunity or no later than the next general meeting

Sec 5. The Secretary

- A) Shall record all minutes of the meetings
- B) Shall maintain the Club records
- C) Shall write any correspondence or communications as directed by the President or Board of Directors
- D) Shall prepare annual Club roster and forms for Cal4Wheel
- E) Shall keep an accurate and current record of attendance of members at events, and meetings
- F) In the event of death, incapacitation, resignation or for any other reason the office of Secretary is vacated, the President shall appoint a new Secretary for the remainder of the existing term, subject to the confirmation by a simple majority vote of the Board of Directors

Sec 6. The Treasurer

- A) Shall report on all Club finances
- B) Shall demand, collect, and receive all monies, dues, deposits and shall disburse all funds as authorized, and cosign all check with the President
- C) Shall maintain records and bank accounts open for audit by appropriate authority
- D) Shall read the record of the state of the Treasurer into the minutes of the meeting
- E) In the event of death, incapacitation, resignation or for any other reason the office of Treasurer is vacated, the President shall appoint a new Treasurer for the remainder of the existing term, subject to the confirmation by a simple majority vote of the Board of Directors

Sec 7. Cal4Wheel Chairperson

- A) Shall attend all South District meetings and conventions and shall make a full report to the membership
- B) Shall have the authority to make decisions for the Club if he/she has no prior instructions to the issues at Cal4Wheel meetings and convention
- C) Shall appoint an alternate Delegate in his/her absence
- E) Shall have available a \$100.00 budget per year for Cal4Wheel expensis.
- F) In the event of death, incapacitation, resignation or for any other reason the office of Treasurer is vacated, the President shall appoint a new Treasurer for the remainder of the existing term, subject to the confirmation by a simple majority vote of the Board of Directors

Sec 8. Adopt-A-Trial Chairperson

- A) Shall attend the Quarterly AAT meetings
- B) Effect and make appropriate arrangements for work on our Adopt-A-Trail
- C) Shall ensure that all members are informed of changes and update members concerning AAT Program
- D) Shall make sure all forms and requests from AAT program are completed
- E) In the event of death, incapacitation, resignation or for any other reason the office of Treasurer is vacated, the President shall appoint a new Treasurer for the remainder of

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the existing term, subject to the confirmation by a simple majority vote of the Board of Directors

Sec 9. Wagon Master

- A) Shall be appointed by the President for 12 months. In the event no individual is available or willing to accept the duties they will be divided up among the Club members. Names will be drawn and assigned for each month. Members may sign up for specific months if they choose.
- B) Wagon master shall report on the prior Club runs and monthly meetings
- C) Shall keep records of attendance of participation on Club runs by Club members and prospective members and submit same to Club Secretary and Membership chairperson as appropriate

Sec 10. Web Master

- A) Shall be appointed by the President
- B) May designate an alternate person and his/her discretion
- C) Shall report monthly on status of Club website
- D) Shall be responsible for maintaining and updating the Club website on a regular basis

ARTICLE VIII- General and Board Meetings and Club 4wd Runs

Sec 1. Regular meetings for general membership shall be held once a month on the first Sunday of the month at 4:30 pm at a place to be named at the previous meeting or by phone call or email

Sec 2. Board of Directors meetings may be requested by any Board Member and will be called by the President

Sec 3. All special meetings and Board of Directors meetings shall be held whenever so designated with sufficient advance notice of the time and location for the Board members and interested general membership to attend

Sec 4. Club Runs

- A) A Club run is defined as a trip where at least 3 Club members in good standing are in attendance and an attempt has been made to contact all the Club members by telephone, email or website.
- B) All Club runs shall be coordinated through the Wagon master so as to avoid duplication of runs on any given date
- C) There shall be at least one Club run per month
- D) There shall be only one Club run on any given date and or time period. Exception, if a run is planned to a trail head that is more than 150 miles from the Club general meeting place to the trail head or if the run is more than 2 days in duration.

ARTICLE IX- Elections and Voting

Sec 1. Election of officers shall be held annually in December of each year

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Sec 2. Nomination will be accepted from the floor at the November and December meetings

Sec 3. Election shall be effected through a simple majority vote of the members in attendance

Sec 4. If a quorum is called, an attendance of 30% of the total voting membership is required to do business

Sec 5. Each member may cast one vote at any election, motion or issue. Each co-member may cast one vote at any election, motion or issue

ARTICLE X- Amendments to the Constitution and Bylaws

Sec 1. Any proposal for amendment or changes to the Constitution and By-Laws must be published or made known to the general membership at the previous membership meeting

Sec 2. Subject to powers vested the Board of Directors, and proposed amendment to the By-Laws or regulations is subject to ratification by 51% of the membership present, subject to the existence of a quorum at any such meeting. In the event a quorum is not in attendance, then the decision of the Board of Directors shall prevail. In the event a quorum is present and vote of 51% or more by the membership present is made which is different for that of the Board of Directors, the membership vote shall prevail

Sec 3. The general membership shall be notified at least two weeks prior to the proposed amendment voting date. Such communication may be effected by phone, mail or email

ARTICLE XI- Vehicle Requirements

Sec 1. As an integral part of membership and to participate in any Club activities or events, all members must own, or possess jointly with a co-member, a four wheel drive vehicle

Sec 2. Each four wheel drive vehicle must have

- A) A roll cage in all removable top vehicles
- B) A seat and seat belts for all occupants
- C) Good spare tire mounted on a rim and all the necessary tools to change it
- D) Tow hooks or adequate pulling device, no trailer balls
- E) Tow Strap (no hooks)
- F) Fire extinguisher with gauge indicating "ok"
- G) A CB and/or HAM Radio with current license
- H) Air source to fill tires
- I) Working parking brake
- J) Working headlights, tail lights, brake lights and turn signals
- K) Vehicles must be in compliance with current California Vehicle Code

Sec 3.

- A) Four wheel drive vehicles used in Club events by Club members shall meet the requirements of this article and the Club Safety Requirements

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B) Four wheel drive vehicles used in Club events by prospective members must meet the requirements of this article and the Club Safety Requirements before a prospective members' application can be voted on.

Sec 4.

A) Any member who obtains a new or additional 4WD vehicle used on Club events will have 3 months to comply with this article or be subject to disciplinary action by the Board of Directors.

B) Any member who no longer possesses a 4WD vehicle shall be subject to dismissal from the Club after a period of one year or opt for a different membership status. A member who is subject to dismissal may apply for associate membership status.

Sec 5.

A) All Club members should display Club and Cal4Wheel plaques on their 4WD vehicle at Club activities.

B) All plaques and/or decals are the property of the Club and must be returned to the Club upon termination of membership or sale of vehicle regardless of condition.

C) Each member shall be entitled to the use of two Club plaques without charge. Additional plaques are available for a \$5.00 use fee.

Gad-Zuks! 4-Wheelers **Standing and Trip Rules**

1. Members at no time shall operate a vehicle in such a manner as to discredit the Club or endanger any lives
2. No member shall willfully damage private or public property
3. No member shall drink any alcoholic beverage while driving or drive while under the influence of alcohol or drugs
4. All members shall leave a camp area clean and in good condition and extinguish all fires
5. Members carrying firearms shall obey all existing firearm laws and handle them in such a manner so as to not endanger any person or property
6. No person shall operate a motorcycle or a vehicle with open headers in camp
7. All members shall be considerate while driving through camp. Speed limit in or near camp is 5 mph
8. All vehicles shall comply with safety requirements as outlined in the By-Laws and Safety Requirements
9. Each trip leader shall provide a trip list for each member to sign to establish attendance on each trip. The trip list shall be turned in to the Secretary for record maintenance.
10. Each trip leader shall appoint a "tail end Charlie" to ensure all vehicles return to camp safely. EACH MEMBER SHALL KEEP THE VEHICLE BEHIND HIM IN VIEW AT ALL TIMES AND WAIT AT ALL INTERSECTING ROADS TO ENSURE FOLLOWING DRIVERS MAKE PROPER TURNS.
11. Each member and prospective member shall be given a copy of the By-Laws, Standing and Trip Rules and Safety Requirements
12. All pets and kids shall be kept under control at all times
13. Camp Quiet Hours shall be between 11:00 pm and 7:00 am
14. CB Channel 4 and HAM Freq. 147.560 PL 123 En-Code & De-Code

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Safety Requirements

The following items are required to pass the annual Club safety inspection

1. CB or HAM Radio (both preferred) Persons with HAM Radios must hold a current license
2. First-Aid Kit
3. Fire extinguisher
4. Roll cage in all vehicles with soft top or removable hard top
5. Working parking brake
6. Headlights, tail lights, brake lights & turn signals
7. Horn
8. Windshield wipers
9. Tires in good condition with USABLE Spare
10. Secure seat and seat belt for each occupant
11. Tow hooks mounted with Grade 8 bolts minimum
12. All items in passenger compartment that have the possibility of causing bodily injury shall be secured. Tool boxes and like items shall be secured by the use of straps. Spare tires shall be secured by a ratchet strap or securely mounted bracket.
13. Vehicles must be in compliance with current California Vehicle Code

In addition to the normal selection of screwdrivers, wrenches and sockets, the following are recommended to be carried:

Tow strap
Bottle and or Hi-lift Jack
Oils: engine, transmission, transfer case and axle
Wheel bearing grease
Brake fluid
Radiator sealer
Water
Spare belts: water pump, alternator, power steering any other
Top and Bottom radiator hoses, heater hose
Electrical wire, tape and crimp splices
Tire repair kit, tools, valve core and stems, removal/installation tool
Duct tape
Bailing wire
Hose clamps
Assortment of nuts and bolts
Pull Pump (electric), fuel line
Gasket sealer
Hand cleaner, rags
U-Joints
Spindle, wheel bearings
Ignition parts: Plugs, wires, points/modules, cap rotor, coil, ballast resistor (as required)

Hammers: 20 oz and 4 lb
Spindle nut wrench
Allen and or torx drivers (as required)
Hacksaw
Battery jumper cables
Propane torch & acid core solder
Funnel
Any other tool you may need to work on your vehicle