

# **BYLAWS of the FALCON WANDERERS VOLKSSPORT ASSOCIATION**

## **ARTICLE I - General**

These Bylaws are established to implement provisions of the Constitution of the Falcon Wanderers Volkssport Association.

## **ARTICLE II - Membership**

**Section #1:** Membership will automatically be granted to those who submit a membership application accompanied by applicable dues, unless the member applying has been previously expelled from the club, at which time the status or disposition of the expelled member's application will be determined by the Executive Board.

**Section #2:** Obligations of the Members:

- a) Member participation should conform to the Code of Ethics (FW Constitution Article #14)**
- b) Expulsion of a club member will be accomplished by the Executive Board.**
  - 1) Upon failure to pay appropriate club dues, after appropriate reminders in accordance with guidelines established by the Executive Board. One verbal reminder and one written reminder or two written reminders constitutes appropriate reminders for club dues payment.
  - 2) Upon gross violation of the club's Constitution, By-Laws and Operating Handbook.
- c) With the exception of a failure to pay club dues after appropriate reminders,**
  - 1) the Executive Board shall notify the member concerned, in writing, prior to taking action.**
  - 2) and prior to a final decision for expulsion, the member concerned will be provided a chance to comment.**
  - 3) the notice of expulsion will be forwarded by USPS surface mail.**
- d) The expelled member may file a letter of appeal of his expulsion to the next general membership meeting through the President. The membership will then determine the final disposition on the case by a majority vote of those voting members present.**

## **ARTICLE III – Officers**

**Section #1:** Qualifications for office:

- a) Candidates for the elective offices of President, Vice President, and Treasurer of the association shall have been Active Members over the age of eighteen or Active**

# **BYLAWS of the FALCON WANDERERS VOLKSSPORT ASSOCIATION**

**Members Emeritus** of the club for a minimum of six (6) months.

b) Candidates for the appointed offices of Publicity, Executive Secretary, Trailmeister and Member-at-Large **of the association shall have been Active Members over the age of eighteen or Active Members Emeritus** of the club for a minimum of six (6) months.

c) **Candidates for the non- Executive Board appointed offices (Brochure & Forms Mgr, Copier Custodian, FW Special Programs Mgr, Mail Custodian, Newsletter Editor, Specialties Sales Mgr, Webmaster, Membership Chair/Assistant, E-mail Distribution, Facebook Page Administrator, and YRE/SEA Remote Registration Mgr) of the association, committee chairpersons, and event coordinators shall have been Active Members over the age of eighteen or Active Members Emeritus of the club for a minimum of six (6) months.**

d) The nominated individuals should have sufficient retention time in the area to complete the full term of office.

e) The nominating committee shall solicit and receive nominations for elective officers.

**f) Elections will be conducted as stated in Article #7, Section #4 of the constitution.**

g) All officers are to give to their successors all official materials not later than fourteen (14) days following the end of their terms.

h) A club officer may not hold the same office in this club and another Volkssport club simultaneously.

i) Any act not otherwise specified in the constitution, made by a club officer or the Executive Board, may be challenged or a club officer may be recalled by requesting a special membership meeting.

## ARTICLE IV - Finances

Section #1: All **disbursement** of funds and financial transactions shall be made with the authorization of two club officers as directed in Article #4 of the constitution.

Section #2: Only the following expenses are pre-approved and reimbursable:

a) Items necessary for the operation of an event such as paper goods and trash bags.

**b) All expenses must be approved in order to be reimbursable. Requests for reimbursement are required to have a supporting receipt, and an explanation of the items to include the reason for need (if not evident by the nature of the items). Requests and receipts are to be presented to the Treasurer or a club officer at any meeting within two (2) months following the actual expenditure. Where possible,**

# **BYLAWS of the FALCON WANDERERS VOLKSSPORT ASSOCIATION**

**current inventories should be checked for item availability before completing a purchase.**

**Section #3): The following items require explicit approval from the Executive Board prior to purchase:**

- a) Permanent items such as shelters, coolers, chairs, file boxes, construction materials, etc.**
- b) Durable items such as staplers, file folders, cash boxes for PSBs, etc.**
- c) Items for re-sale.**

**Section #4): The following items are pre-approved for purchase:**

- a) Consumable supplies for an event such as paper goods, ice, or trash bags.**
- b) Stamps and postage fees if justified by the job description, manila envelopes, copier paper not to exceed six months need, office supplies, other consumable items.**

**Section #5:** The Association's fiscal year shall run from July 1 through June 30 of each year or in compliance with AVA Policy.

## **ARTICLE V - Committees**

Committees shall be established as necessary by the President. (Article 4, Section 2 of the Constitution.)

## **ARTICLE VI - Meetings**

**Section #1:** A quorum consists of:

- a) For general and special membership meetings: At least one-half of the Executive Board, to include the President or Vice President, and any other members present and voting.**
- b) For an Executive Board meeting: At least one-half of the Executive Board, to include the President or Vice President.**

## **ARTICLE VII. - Dues**

This article reflects the types of Club Memberships for which dues are collected, as approved by

## **BYLAWS of the FALCON WANDERERS VOLKSSPORT ASSOCIATION**

the Membership in accordance with Article 14, Section 2, of the Constitution of the Association.

Section #1: The types of annual membership are listed below. The dues for these memberships are stated in the Falcon Wanderers Operating Handbook:

- a) Initial Membership:
  - 1) Individuals
  - 2) Couples (2 individuals residing at same address)
  - 3) Families (all members residing at same address)
- b) Renewal Membership:
  - 1) Individuals, Couples and Families

Section #2: A discount is applied to the renewal dues of a member who serves the Association in one of the following ways. **The discount amount is the renewal fee of a club membership. Thus, the membership renewal dues for these individuals is free.**

- a.) **Working at a Traditional event for one-third of these events (rounded up) in a calendar year.**
- b.) **Serving as a Traditional or YRE/SEA Event Coordinator in a calendar year.**
- c.) **Serving as an Officer as documented in Article #4, Section #1 of these bylaws.**

Section #3: **Renewal dues of an Active Member Emeritus are free.**

**Section #4:** All dues renewals include free delivery of newsletters and brochures. If a member requests a printed copy of these publications, a yearly fee, set forth in the Falcon Wanderers Operating Handbook, is charged to cover printing and mailing costs.

**Section #5:** Dues are not refundable.

### ARTICLE VIII -Event Fees

Section #1: Reasonable fees will be charged for awards and credit only, commensurate with AVA policies.

Section #2: Persons who donate their time at an event by working a specific position will be eligible for reduced fees for the award or credit for that event. **These positions include: Officers whose job description requires their presence at a majority of the Traditional Event duration ( Currently: Vice President, Trailmeister, FW Special Programs Manager or persons acting on their behalf) and trainees for these positions; start cards; cashier; start numbers; checkpoint(s); finish; course sweeper; new walker guides.**

Section #3: Discount tickets applicable to Falcon Wanderers YRE/SEA events and other area clubs YRE/SEA events as approved by the Executive Board will be available to Falcon Wanderers members at membership meetings and by mail. These tickets are valid for credit

# **BYLAWS of the FALCON WANDERERS VOLKSSPORT ASSOCIATION**

fees, or applicable toward the YRE/SEA award, at face value.

Section #4: Event fees are not refundable.

## ARTICLE IX - Adoption

CERTIFICATE OF SECRETARY: I certify that I am the duly appointed or acting secretary of the Falcon Wanderers Volkssport Association and that the forgoing Bylaws comprises the Bylaws of the Corporation. These Bylaws were duly adopted at a meeting of the members held on 8 March 1999.

These Bylaws were amended at the meeting of the members held on 11 June, 2007.

These Bylaws were amended at the meeting of the members held on 9 October 2017.

These Bylaws were amended at the meeting of the members held on 12 August 2019.

These Bylaws were amended at the meeting of the members held on 12 July 2021.

**These Bylaws were amended at the meeting of the members held on 10 July 2023.**

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Felicia Stanton  
Executive Secretary