

Mexico Trail Riders, Inc.

P.O Box 564

Mexico, NY 13114-0564



By-Laws

Revised 2025

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Revision History

Revision 1

Dated April 10th, 1996

By-Law Committee:

Gene Breezee
Bill Beardslee
Jim Waterbury
Judy Bartlett
Bob Barney

Revision 2

Dated September 12th, 2002

By-Law Committee:

Dean Harper
Dan Cartier
Andy Duschen
Mark Dryden

Revision 3

Dated May 5th, 2006

By-Law Committee:

Barry Trimble
Tracy Carvell
Mark Dryden

Revision 4

Dated January 4th, 2016

By-Law Committee:

Gene Breezee
Dan Cartier
Jeff Forger
Dave Grandjean
Brad Haynes
Sal Lanza
Bill Wilbur

Revision 5

Dated May 13th, 2025

By-Law Committee:

John Gray
Dan Cartier
Blaine Wills
Bruce Hyde
Brynn Wills

Article 1 - Name and Purpose

Section 1 – Club Name

The name of the club will be Mexico Trail Riders, Inc.

Section 2 – Club Purpose

The purpose of the Mexico Trail Riders, Inc. is as follows:

- Promote safe and responsible snowmobiling throughout our trail system and the local area by education and the development of a safe and comprehensive trail system.
- Promote greater interest in the sport of snowmobiling in the Mexico, Scriba, New Haven, and Palermo areas by maintaining current and developing additional trail opportunities for our citizenry and visitors alike.
- To improve the public image of snowmobilers by the safe, considerate, and courteous use of trails as well as providing snowmobile safety courses to the community.
- To cooperate with local officials to develop mutually satisfactory rules for broader and safer use of snowmobile trails in the community.
- To develop a fraternal spirit among landowners, townships, businesses and law enforcement personnel.
- To accomplish all club goals with the least amount of disruption to private property and the environment.
- To collect dues and/or borrow money for the development and maintenance of snowmobile trail system, related projects and other activities that may be permitted by law.

Article 2 - Membership

Section 1 - Membership Provisions

The club will be open to the general public, subject to review by the Board of Directors.

Section 2 - Membership Application

Applications for membership can be made in writing, addressed to the: Mexico Trail Riders, Inc., P.O. Box 564, Mexico, New York 13114-0564 or via email mexicotrailriders@icloud.com or the club website.

The Membership Secretary of the club will provide forms for membership. The signature on the form is an agreement by the applicant to abide by the by-laws of the club. The Mexico Trail Riders club membership is \$24.00 a year for an individual or family; this includes you, your spouse and any children 10-17. However, a basic New York State Snowmobile Association (NYSSA) club membership of \$5.00 and a donation of \$1.00 for SLEDNY is also required for a total of \$30.00 due at application. There will be allowances for an exemption to the NYSSA basic club membership dues if the applicant is already a member of the NYSSA and has a valid NYSSA ID number or the name of the other club, this club must be one that has mandatory NYSSA membership. The membership form shall have a location to apply this exemption information. If this exemption is applied, then the dues required at application shall be \$24.00.

There can be at the discretion of the Board of Directors additional membership opportunities in the NYSSA made available to our members on our membership form. These premium level membership opportunities are done for the convenience of our membership and are not required, however if any premium level membership is chosen this shall be applied in lieu of the basic NYSSA membership.

The membership period shall coincide with the club's membership year.

All general memberships shall use the "Official Membership Application DN 001".

It is the members' responsibility to notify the membership secretary of any changes of addresses.

As proof of membership, the club will issue membership cards to each valid member.

Section 3 - Membership Communications

All members will have the ability to view all communications which will be supplied by the communications director and will be published via the club website and Facebook page.

Section 4 - Membership Resignation

A member may resign from the club at any time upon written or verbal notice to the Membership Secretary. No refund of dues will be made.

Section 5 - Member Expulsion

A member of the club may be terminated by a majority vote of the Board of Directors for non-payment of dues or for any reason or conduct deemed detrimental to the stated purpose set up by the organization such as but not limited to: recklessness, negligence, inappropriate behavior, or careless use of trails on property maintained by the club.

Section 6 - Membership Age and Voting Rights

One membership, over 18 years of age, shall constitute one vote. In the case of a family membership, each adult member listed on the membership application over 18 years of age shall be eligible to vote. 18 years of age constitutes a separate paying membership. A family membership shall be you, your spouse, and children ages 10 to 17.

Section 7 - Gratuitous Memberships

All cooperating landowners who allow the use of their property as a part of the trail system as well as individuals and business owners who have made donations of at least \$100 annually will be granted a gratuitous membership. Any individual or business owner making a large contribution can be allowed multiple year gratuitous membership as deemed appropriate by the Board of Directors. Any gratuitous membership shall also be accompanied by a gratuitous membership in the NYSSA at the basic club membership level paid for by the club. The membership form shall have a location to apply a NYSSA ID Number or club name to exempt the club from the NYSSA basic dues if the recipient is already a member of the NYSSA through another club or on their own.

There can be at the discretion of the Board of Directors additional membership opportunities in the NYSSA made available to these members on the form. These premium level membership opportunities are done for the convenience of our members and are not required, nor will the club pay any additional cost for these premium memberships, however, if any premium level membership is chosen this shall be applied in lieu of the basic NYSSA membership and any additional cost must be paid for by the applicant.

All landowner and gratuitous memberships shall use the “Official Landowner and Gratuitous Membership Application DN 002”.

Article 3 - Management

Section 1 – Management

The management of the club shall be vested in the Board of Directors.

Section 2 - Equipment Insurance

The club shall carry comprehensive insurance on the equipment of the club.

Section 3 - Officer Insurance

The club shall carry Executive Protection Liability Insurance for the officers of the club.

Section 4 – Groomer Operations

The club groomer operations shall be governed by the document "Groomer Policy DN 003".
This document shall only be amended or modified by a majority vote of the Board of Directors.

Article 4 - Board of Directors

Section 1 – Number Required, Officers and Term Lengths

The Board of Directors shall consist of a maximum of fifteen. Eight of these directors will be the elected officers: President, Vice President, Treasurer, Recording Secretary, Membership Secretary, Communications Director, Trail Coordinator, and Groomer Maintenance Coordinator. These elected officers and board members shall serve a term of one year and can be nominated and re-elected by the membership at the annual meeting. Directors first term shall be a two-year term and can be nominated for any number of additional terms at the annual meeting upon completion of their first term, these additional terms shall be one year. The minimum age of a director shall be 18 years of age.

For the purpose of this section one-year shall be defined as the period of time between annual meeting dates of the club.

Section 2 - Vacancies

In cases of vacancies occurring in the Board of Directors by reason of death, resignation, or otherwise, the remaining directors shall by majority vote, elect from the general membership a successor for the unexpired term.

Section 3 – Meeting Quorum Requirements

At all meetings (General, Annual or Special) a majority of the Board shall constitute a quorum. If a quorum is not present, the presiding officer shall adjourn the meeting to another time. There are special quorum requirements if the meeting subject is club disbandment see Article 10.

Section 4 – Presiding Officer Vote

The presiding officer shall vote only in the case of a deadlock upon any vote by the Board of Directors. His/her vote will constitute the final decision.

Section 5 - Committees

The Board of Directors may at its discretion by the affirmative vote of the Board of Directors, appoint an executive committee of the Board to carry on any business that is necessary between Board meetings. The Board may appoint other club committees or may delegate such authority to the President. The Board of Directors shall have the power at any time to discharge any committee.

Section 6 – Spending Limits

The President, Vice President, and Treasurer shall have the authority to spend up to \$600 without the need of approvals from the board or general membership.

The Trail Coordinator and Groomer Maintenance Coordinator shall have the authority to spend up to \$1,500 for emergency uses directly related to their areas of responsibility.

Up to \$2,500 - approval of the majority of the 8 elected officials

Up to \$10,000 - approval of the majority of the Board of Directors

\$10,000 and over - requires a vote by the general membership at a general or special meeting.

All approved purchases shall have a record of the names of the board members who have authorized the spending.

Article 5 - Officers

Section 1 - President

The president will preside at all meetings of the club, and the Board of Directors shall appoint needed committees, shall be member ex-officio of all committees and shall carry on those other responsibilities assigned to him or her by the by-laws, by the Board of Directors and/or by the membership. He or she shall appear on all bank accounts as well as the treasurer.

The president shall oversee a yearly audit of the club's finances by a committee of no less than three members, at least one of these being a general club member, on a yearly basis to be completed prior to the club's last meeting of the season.

Section 2 - Vice President

The vice president during the absence or incapacity of the president at the board meetings and general club meetings, shall perform the duties and have the powers of the president. The vice president shall also oversee the activities of the three appointed area groomer coordinators and maintain a current list of landowners of property that the club trails utilize.

Section 3 - Treasurer

The treasurer shall keep the accounts of the club and have charge of its funds. He/she shall keep all the club's funds (except petty cash) in a bank approved by the Board of Directors and in the name of the club, subject to withdrawal by checks signed by either the treasurer, vice president or president. The treasurer shall dispense funds as directed by the Board of Directors and/or general membership. A treasurer's report shall be prepared for each meeting. He/she shall maintain a ledger for expenditures and accounts receivable.

Section 4 - Recording Secretary

The secretary shall keep all the club records, other than financial, including minutes of the meetings, roster of the meetings, list of committees and their members, shall send out notices of unpublished meetings and discharge all the usual secretarial functions of the office as required by the by-laws, the Board of Directors, and/or the membership.

Section 5 - Membership Secretary

The membership secretary shall keep records of all current club members and receive applications of membership to the club and process these memberships through NYSSA.

Section 6 - Communications Director

The communications director shall compile all required information necessary to publish information regarding the club to the club website and/or Facebook page.

The communications director shall assist the club treasurer with duties as required.

Section 7 - Trail Coordinator

The trail coordinator shall be the lead focal point in the club for all trail activities, this includes trail maintenance, bridge repair, and trail development. All local trail wardens shall stay in close contact with the trail coordinator as to the status of their sections. All new proposed activities from new trail development, major reroutes, and major bridge building or rebuilding efforts shall be brought to the attention of and receive authorization from the trail coordinator, primarily for the purpose of expenditure budgeting. The trail coordinator shall be the sole person authorized to order signing material via the club account. The trail coordinator shall follow direction from the Board of Directors and/or the general membership. This position includes certain spending limits for emergency situations as outlined in Article 4.

Section 8 - Groomer Maintenance Coordinator

The groomer maintenance coordinator shall be the focal point in the club for all groomer maintenance activities. The groomer maintenance coordinator shall approve any modifications and major repairs to any machine. Any expenditure for groomer, maintenance or modification shall be brought to the attention of and receive authorization from the groomer maintenance coordinator, primarily for the purpose of expenditure budgeting. The groomer maintenance coordinator shall be the person who authorizes who can make charges to any club account for the purpose of maintaining club equipment. The groomer maintenance coordinator shall follow direction from the Board of Directors and/or the general membership. This position includes certain spending limits for emergency situations as outlined in Article 4.

Section 9 - Officer Order Precedence

The above listed officers are in order of precedence and one of these officers shall preside over all official business at all meetings. This shall set the order of who shall fill in for the president and his or her absence as the presiding officer.

Section 10 - Board of Director Expulsion

Any member of the Board of Directors who misses three (3) consecutive meetings or four (4) within a year absent exigent circumstances will be subject to dismissal from the board by the Board of Directors.

Article 6 - Fiscal Year and Membership Year

Section 1 – Fiscal Year

The Club Fiscal year will commence on April 1st and end on March 31st. This coincides with the New York State Trail Grant Fiscal Year.

Section 2 – Membership Year

The membership year will commence on September 1st and end on August 31st. All dues submitted on or after April 1st will be credited to the next membership year.

Article 7 - Meetings

Section 1 - Annual Meetings

The annual meeting of the club shall be held at the March meeting to coincide with the finances for that fiscal year. Notice of the time in place of the annual meeting shall be prepared and published to the membership by the recording secretary. A quorum of the Board of directors is required see Article 4 Section 3.

Section 2 - Special Meetings

Special meetings of the general membership or the Board of Directors may be called by the president giving 48-hour notice of the time, place, and purpose of such meetings to the general membership or Board of Directors as appropriate. At such special meeting, there shall be consideration only to such business as is specified in the notice of the meeting. Any member of the board may contact the president to call a special meeting and will not be denied the right of a meeting. A quorum of the Board of Directors is required see Article 4 Section 3. There are special requirements if the subject is club disbandment see Article 10.

Section 3 - General Membership Meetings

Any formal action taken at any meeting of the general membership shall require a majority vote of members present. A quorum of the Board of Directors is required see Article 4 Section 3.

Section 4 - Meeting Date and Times

General meetings shall be held the second Wednesday of the month at 7:00 PM at a location designated by the Board of Directors. A quorum of the Board of Directors is required see Article 4 Section 3.

Section 5 - Board of Director Decisions

Any decision made by the Board of Directors is binding on the general membership and not subject to their review (with the exception of club disbandment see Article 10). A quorum of the Board of Directors is required see Article 4 Section 3.

Article 8 - Election Procedure

Section 1 – Election Procedures

Elections for Officers and Members to the Board of Directors will take place at the annual meeting with nominations taken from the general membership. Nominations will be taken from the floor and then seconded. Once all nominations for the (8) eight officers and members of the Board have been made, the secretary shall make a written ballot at the meeting and dispense the ballot to the general membership. The votes will then be tabulated at the meeting and the results made public. Of those nominated, the nominee has the final word on their inclusion to the ballot by either accepting the nomination in person or by written acceptance pre-delivered to someone present at the meeting.

Section 2 – Election Results Announcements

At the first meeting following the annual meeting, the first order under new business the president shall announce the newly elected board members.

Article 9 - Amendments to the By-Laws

Section 1 - Amendments to the By-Laws

These by-laws may be amended by a majority vote of the members present at a general or annual meeting of the club. Any such proposed amendment shall be presented to such meeting for consideration and shall thereupon be laid on the table until the next general meeting of the club.

Only after this one-month review can positive consideration be given to the amendment. A majority vote is required by those in attendance to amend, and there shall be a quorum of the Board of Directors as stated in Article 4, Section 3.

For the purpose of the section one month shall be defined as a period of time between general meeting dates of the club, which is the second Wednesday of one month to the second Wednesday of the next

Article 10 - Club Disbandment

Section 1 - Reason for Disbandment

If in the course of its endeavors, it becomes apparent to the Board of Directors in the membership that the club can no longer feasibly exist for whatever reason be a lack of enthusiasm or the realization of global warming then the president shall call a special meeting of the entire membership

Section 2 - Special Meeting Announcement Requirement

Written notice of the time and place of this meeting shall be prepared and distributed to the membership by the secretary at least ten (10) days prior to the meeting and mailed according to the membership application information. It shall also be advertised at least seven days in advance on the club communication platforms at that time.

Section 3 - Special Meeting Voting Requirement

At this meeting, there shall be a vote on a resolution to dissolve the club, for passage of this resolution. It shall require a majority vote of 2/3 's of the Board of Directors of record at that time and a 2/3' s majority vote of the members that attend this special meeting.

Section 4 - Asset Disposal

If it is the consensus of the above stated vote to dissolve the club, all assets shall be disposed of under the supervision of the Board of Directors. From these proceeds first all debts shall be paid in full, and if there's any remaining balance, this balance shall be donated equally to the Mexico Volunteer Fire Department, Palermo Volunteer Fire Department, Scriba Volunteer Fire Department, and The New Haven Volunteer Fire Department.

Article 11 - Club Logo

Section 1 - Club Logo

The following is the official logo of the Mexico Trail riders, Inc. this logo can be used on any letterhead, poster, advertisement, or webpage as deemed appropriate by the Board of Directors.



Article 12 - Club Web Page

Section 1 - Club Web Page

The official web page address of the club is www.mexicotrailriders.com. This web page is to be used for the advertisement of club information and events. It can also be used to provide information on general snowmobile sports related activities and supporting business advertisements as deemed appropriate by the Board of Directors. At no time shall offensive material be placed on the web page. The web page and other social media pages shall be maintained by the Communications Director or his/her designee. The Board of Directors shall have final say on the content of the web page.