



# **New Member Information and Application Packet**



# Rough Country Four Wheelers, Inc.

Rough Country Four Wheelers, Inc., a nonprofit organization, was founded in 1977.  
The objective of the club is to provide and promote safe four wheeling, family recreation and trail maintenance.

<b><u>Meetings:</u></b>	The first Tuesday of each month at 7:00 P.M
<b><u>Location:</u></b>	Uncle Charlie's, 6001 Yellowstone Rd. Cheyenne, WY (upstairs meeting room)
<b><u>Who may join:</u></b>	Any licensed driver, of a four wheel drive vehicle; Who attends 3 club activities in 90 days.
<b><u>Affiliations:</u></b>	United Four Wheel Drive Association, Inc. Blue Ribbon Coalition

## **Activities:**

- On the third Saturday of every month there is a trip or activity planned.
- On most three-day weekends throughout the summer there is a camp out.
- We work with the Forest Service, in their Adopt-A-Trail Program, to maintain trails and repair roads to a safe condition.
- We have rallies, races, dinners, parties and picnics throughout the year.

## **For further Information contact:**

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**CONSTITUTION AND BY-LAWS  
OF THE  
ROUGH COUNTRY FOUR WHEELERS, INC.**

**CONSTITUTION**

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**Provisions for adoption of this revision:**

If this Constitution and By-Laws are adopted by a two-thirds vote of those present, it shall be confirmed.

The effective date of this Constitution and By-Laws shall be March 1977 at the organizational meeting.

Revised - October 1985  
Revised - October 1987  
Revised - March 1993  
Revised - May 1994  
Revised - February 2002

# CONSTITUTION

## ARTICLE I - NAME

SECTION I The name of this organization shall be known as the Rough Country Four Wheelers.

## ARTICLE II - OBJECTIVES

SECTION I Rough Country Four Wheelers is organized as a nonprofit organization for the purpose of:

- Providing social, recreational, and educational activities for the membership.
- Providing a useful service to the community.
- Provide and promote environmental conservation.

## ARTICLE III - MEMBERSHIP

SECTION I Any owner of a four wheel drive vehicle is eligible for active membership.

SECTION II An applicant for membership must hold a valid driver's license, and have current liability insurance.

SECTION III When a member disposes of and no longer intends to possess a four wheel drive vehicle, the membership in this organization shall terminate within a six month period.

SECTION IV When a member disposes of his/her four wheel drive vehicle, it is recommended that the club decal be removed.

SECTION V Membership is one family and the unmarried children.

- Children under the age of 21 can only drive separate vehicles if their parents are also on the trip.
- Child (under 21) must have their own liability insurance and their own valid driver's license

SECTION VI All members will conduct themselves in a respectable and orderly fashion whether in or out of club activities. Any member disgracing themselves in the public eye will be immediately subject to expulsion for the club, subject to the discussion of the Board of Directors.

SECTION VII Applicants for membership must attend three club functions in ninety days, one of which must be a trip, before being issued an application blank. Upon acceptance

(approval from the Club Officers and Board of Directors) and payment of dues, member automatically becomes a member of all associated organizations. Fees for any associated organizations will be paid from the membership dues.

#### **ARTICLE IV - OFFICERS**

SECTION I The officers of the chapter shall consist of: President, Vice-President, Secretary and Treasurer.

#### **ARTICLE V - BOARD OF DIRECTORS**

SECTION I The Board of Directors shall consist of the officers named in Article IV, plus the immediate past President, two members elected at large from the Rough Country Four Wheelers, and 1 per 10 active members.

#### **ARTICLE VI - AFFILIATIONS**

SECTION I The club shall affiliate with any Four Wheel Drive constituted group upon an affirmation vote of the Board of Directors and by an affirmation vote of the membership at a regular scheduled meeting.

#### **ARTICLE VII - AMENDMENTS**

SECTION I An amendment to the Constitution and By-laws may be introduced by a member at any regular meeting of the organization to be acted upon at the next regular meeting. An amendment shall be adopted by a two-thirds vote of those present and voting.

## **BY-LAWS**

#### **ARTICLE I - RULES OF ORDER**

SECTION I Roberts Rules of Order, Revised, shall be the authority on all questions of procedure not specifically stated in this Constitution and By-laws.

#### **ARTICLE II - DUTIES AND TERMS OF OFFICERS**

SECTION I The newly elected officers shall take office at the January meeting and shall serve for one year. In case of a vacancy in an office, excepting the office of President, the vacancy will be filled by appointment of the Board of Directors, subject to the approval of the members at the next regular meeting. The person chosen shall serve only to the end of the unexpired term. Officers' files shall be turned over to

the newly elected officers at the election meeting.

SECTION II The President shall preside at the regular and Board of Directors meetings, and will be present at all events when possible. He/she shall be executive officer and shall have the duty to carry out the policies and decisions of the Board of Directors. He/she shall be without right of vote on the Board of Directors, except in case of a tie. He/she shall sign checks with the Treasurer, unless both are members of the same family. He/she shall appoint all Standing Committee and Special Committee chairpersons, subject to the approval of the Board of Directors. He/she may call special meetings when an emergency exists.

SECTION III The Vice-President shall, in the absence of the President, serve in that capacity. He/she shall serve as Program Chairperson, Newsletter Chairperson, and perform such other duties as may be assigned by the Board of Directors.

SECTION IV The Secretary shall keep and preserve all records and minutes of the Chapter's regular, Board of Directors, and special meetings. The Secretary shall record all correspondence. The Secretary shall sign checks with the Treasurer in the event the President and Treasurer are members of the same family.

SECTION V The Treasurer shall keep a complete and accurate record of all funds of the Chapter, and shall disperse them as authorized by the President at a regular meeting. The Treasurer shall be responsible for the collection of dues. No withdrawal of funds shall be made without the approval of the Board of Directors. Single expenditures of more than \$50.00 must have the approval of the majority of a voting quorum of the Chapter at a regular meeting. All expenditures shall be by check.

### **ARTICLE III - DUTIES OF THE BOARD OF DIRECTORS**

SECTION I The Board of Directors shall be required to meet at least twice a year.

SECTION II The Board of Directors shall prepare the agenda for the regular meeting.

SECTION III In case of disaster, by nature or man, the Board of Directors shall have full authority to aid, direct, or help direct in the saving of human life or property.

SECTION IV A quorum for the Board of Directors is a majority of the Board of Director members.

SECTION V The Board of Directors may recommend suggestions for action at the regular meeting.

SECTION VI The Board of Directors will function as the enforcing body of the rules and regulations, and shall have the authority to act in whatever capacity it deems necessary and appropriate.

SECTION VII Any complaints will be taken to the regular meeting by the Board of Directors.

#### **ARTICLE IV - NOMINATIONS AND ELECTIONS**

SECTION I The candidate for office must be members in good standing with no less than one full year of membership at the time of nomination.

SECTION II Opportunity must be given for further nominations from the floor.

SECTION III The slate of officers and any nominations from the floor shall be presented at the election meeting.

SECTION IV Balloting for each office shall be in separate successive sequence by secret ballot.

SECTION V Voting shall be in person and only by members in good standing.

SECTION VI A majority of votes cast is necessary for an election to office or position on the Board of Directors.

SECTION VII Votes shall be tabulated by two members of the Board of Directors not running for said office.

#### **ARTICLE V - MEETINGS**

SECTION I There shall be regular meetings of the membership of this club monthly.

SECTION II The time and place of the regular meetings shall be determined by the Board of Directors, with the consent of the members at a regular meeting.

SECTION III The President, with the consent of the Board of Directors, shall have the power to call special meetings.

SECTION IV The Board of Directors shall meet prior to the regular meeting, at least quarterly.

SECTION V The time and place of the Board of Directors meetings shall be determined by the Board of Directors.

## ARTICLE VI - STANDING COMMITTEES

SECTION I Standing Committees shall be designated by the Board of Directors.

SECTION II The Program Committee shall consist of two members, of which the Vice-president shall be chairperson.

SECTION III The Trail Master Committee shall consist of four or five members.

- The Trail Master Committee shall be responsible for making the agenda for trail runs.
- The Chairperson shall inform the members at the regular meetings of the leader of the run, date, time, place of gathering for the trail run and approximate location of the run.
- New Trail Masters will be selected for each run.

## ARTICLE VII - DUES

SECTION I An initiation fee of \$5.00 will be assessed for all new members.

SECTION II Dues for this organization will be \$25.00 per family membership, per year in advance. Memberships will include one vote per person, not to exceed two votes per family.

SECTION III All dues are due in full by close of the January meeting. Dues are delinquent after this time and member will be dropped from the rolls of this organization with no recovery.

SECTION IV Dues will be pro-rated to half for the last six months of the membership year (joining after July 1<sup>st</sup>).

## ARTICLE VIII - RECALL

SECTION I Any member of Rough Country Four Wheelers may be suspended by a two-thirds majority vote.

## ARTICLE IX - QUORUM

SECTION I The members in good standing present at any regular meeting or special meeting constitute a quorum.

SECTION II The quorum for any committee meeting is a majority of the committee members.



## ARTICLE X - RULES AND REGULATIONS

SECTION I Groups will leave at set time. Arrive earlier for breakfast, gas or repairs as needed.

SECTION II Have a full tank of gas at departure. If extra gas is required, carry it.

SECTION III Two Trail Masters will be assigned, one at the head and one at the rear. Radio at each end to assure the group is in contact.

SECTION IV Each membership is allowed one guest. Member is responsible for the guest and their actions.

SECTION V Groups will stay on and follow existing trails ***ONLY***.

SECTION VI Do not follow too closely up or down hills or through difficult sections.

SECTION VII The club must stay together. No one is allowed to leave alone on the trail, Unless accompanied by at least one other vehicle.

SECTION VIII ***No Hot-dogging, No Careless or Reckless Driving***. Please be courteous.

SECTION IX Carry out more than you bring in. **Do Not Litter**. Do not leave anything behind. Pick up someone else's trash too.

### SECTION X **Radio Requirements**

The club has switched from CB radios to a VHF/UHF style radios  
We recommend the Rugged Radios Model RH-5R hand held.  
Channel Freq. 152.180 mhz  
Some members still have CB radios and we will used them also but the main form of trail communication will be from the VHF/UHF radios.  
We find that the handheld radios are less expensive than a complete CB radio system and have a much better range. Memberships can be approved even if not have a radio be a Board of Directos decision.

SECTION XI **MANDATORY EQUIPMENT** for all vehicles participating on a club trips

- Proper hookups, front and rear.
  - **Absolutely no trailer balls.**
- Proper snatch strap with no hooks on the ends.
- At least one shovel in winter months
- Seat belts for all occupants.
- A properly working VHF Radio
- An operational fire extinguisher.

SECTION XII **RECOMMENDED EQUIPMENT** for all vehicles participating on a club trip should be:

- First aid kit.
- Spare tire and jack.
- Roll bar or cage for soft top vehicles.
- Extra food, water, clothing, etc.

SECTION XIII **WINTER TRIP RECOMMENDED EQUIPMENT** for vehicles participating on a club trip:

- Snow shovel
- Sleeping bag
- Heavy/warm clothing/Snow Boots
- Adequate snow tires
- Tire chains
- Items for starting a fire for warmth.
- Bow Saw or other way to trim/cut a downed tree blocking the trail

**Rough Country Four Wheelers**  
**Vehicle Survival Kit**

	<b>NECESSARY</b>	<b>RECOMMENDED</b>	<b>OPTIONAL</b>
<b>FLUIDS</b>	* oil: engine, gearbox, auto trans., brake, power steering  * pump or funnel for above	* extra fuel	* radiator water
<b>TOOLS</b>	* 3/8" drive socket set; extensions and one flex joint  * open/box end wrenches from 1/4 to 1 inch  * spark plug socket  * screwdrivers: 1 phillips, 1 small and 1 large flat  * pliers with wire cutter  * locking pliers, large and small	* socket to fit pinion/yoke, nut  * hack saw  * brakeline wrenches  * file	* 3/8" drive socket to fit u-bolts

	* claw hammer		
<b>SPARE PARTS</b>	<ul style="list-style-type: none"> <li>* fan belts</li> <li>* U-joints</li> <li>* 4 feet of 3/8 rubber fuel hose, 2 hose clamps</li> <li>* 2 larger radiator hose-size clamps</li> <li>* fuses</li> <li>* assorted lengths of 1/4" chain, 3/8" x 3" bolts, washers and nuts for same</li> <li>* silicone sealant</li> <li>* gray racers tape, roll of baling wire</li> <li>* assorted washers, bolts, cotter pins, nails, screws</li> </ul>	<ul style="list-style-type: none"> <li>* 1 spark plug and 1 spark plug wire</li> <li>* tire plug or patch kit</li> <li>* spare inner tube</li> </ul>	<ul style="list-style-type: none"> <li>* water and fuel pumps</li> <li>* valve stem core tool</li> </ul>
	<b>NECESSARY</b>	<b>RECOMMENDED</b>	<b>OPTIONAL</b>
<b>OTHER EQUIPMENT</b>	<ul style="list-style-type: none"> <li>* Hi-lift jack, pad for base</li> <li>* shovel</li> <li>* spare tire, star-type lug wrench</li> <li>* Jack to change tire on your 4X4</li> <li>* <b>Proper Recovery Strap</b></li> <li>* fire extinguisher</li> <li>* flashlight</li> <li>* air pump, chuffer or air borrower hose</li> <li>* jumper cables</li> <li>* heavy leather gloves</li> <li>* UHF/VHF Style Radio</li> </ul>	<ul style="list-style-type: none"> <li>* winch</li> </ul>	