

**BYLAWS  
of the  
FAR WEST DIVISION  
National Ski Patrol Systems, Inc.  
Adopted 10/26/04**

***Revised May 2010***

**PREAMBLE**

The Far West Division of the National Ski Patrol System, Inc. recognized that it operates as a subordinate unit of the National Ski Patrol System, Inc., and that it exists and operates under and by virtue of, the Bylaws and Corporate structure of the National Ski Patrol System Inc. The Far West Division does not desire to abrogate or usurp any of the authority of the National organization or in any way act or attempt to act as a separate organization or corporation, to infringe or diminish the effect of the single corporate status of the National Ski Patrol System, Inc., which status gives the Division authority to exist

The Bylaws of the Far West Division, herein set forth, are only for the conduct of business and affairs of the Far West Division. The Far West Division Bylaws describe the organization's purpose, membership, management, elections, conduct for meetings, committees, and finances.

**ARTICLE I**

**NAME**

1.1 The name of this organization shall be the "Far West Division". The Far West Division is a Division of the National Ski Patrol System, Inc. The National Ski Patrol System, Inc. is a not-for-profit membership corporation formed as an association in 1938, incorporated in New York in 1948 and Colorado in 1953, and chartered by the United States Congress in 1980. Within this document referred to as the "Far West Division", and is sometimes herein referred to as the "FWD" and the "National Ski Patrol System, Inc." and is sometimes herein referred to as the "NSP".

**ARTICLE II**

**PURPOSES/OBJECTIVES**

2.1 The purpose and objective of the Far West Division is to provide and promote the mission and objectives of the National Ski Patrol System, Inc. programs. The purpose of the Far West Division is to provide and support the programs that train in first aid, rescue, promote ski safety and other appropriate and related assistance to those who are members of the NSP. These services shall be rendered to all members desiring them, without charge and without discrimination. They shall be rendered both within and without commercial ski areas and at any other place appropriate for the rendering of such services. The rendition of services necessary to fulfill these purposes shall be accomplished by the formation of Regions, and Patrols within this Division; each consisting of competent registered NSP members appropriately trained.

2.2 The Far West Division is a volunteer organization. The Division's services shall be rendered without charge or remuneration. Professional Patrollers, who are members of the Far West Division, shall not receive any compensation or remuneration from the Far West Division itself, but are, permitted to accept compensation from such persons, firms or organizations who employ them.

2.3 The Far West Division is not organized for pecuniary profit and shall not engage in any activities for pecuniary profit, and no officer, director or member shall receive any pecuniary profit from the Far West Division, except reimbursement for services in effecting or carrying out one or more of the Far West Divisions activities.

## **ARTICLE III**

### **MEMBERSHIP**

3.1 Non-Discrimination: The requirements for membership in the Far West Division shall be the same as set forth in the Bylaws of the National Ski Patrol System, Inc. Article II, Sec. 2.1 Membership; Sec. 2.2 Non-Discrimination: Patroller membership shall be granted to all persons regardless of race, creed, color or sex, upon qualifying in conformance with published minimum requirements as set forth in the administrative and various other manuals published by the National Ski Patrol system, Inc., subject to any and all amendments thereto.

## **ARTICLE IV**

### **DIVISION MANAGEMENT**

4.1 Board of Directors: The business and affairs of the Far West Division shall be managed by an elected Board of Directors, consistent with the incumbent members holding the following described offices within the Division: Division Director, two Assistant Division Directors, Region Directors from the following Regions: Arizona, Eastern Sierra, Mother Lode, Northern California, Southern California, and an appointed Professional Patroller representative. The Professional Patroller representative appointment is dependent on a majority approval by the elected Board members.

4.2 Resignation: Any member of the Board of Directors may resign from their position by written resignation served upon the Division Director. If the Division Director resigns, his/her resignation is to be served to the entire FWD Board of Directors.

4.3 Records: Upon election, resignation, or removal from office of any Division officer(s), all records of that office shall be transferred within thirty (30) days to the newly elected or appointed corresponding officer(s).

4.4 Proxy: Any Region Director may be represented at any Board of Directors meeting by a proxy. Providing that said proxy is from the absent Director's Region. Another Region Director may not serve as Proxy for an absent Region Director. Proxy authorization must be in writing and must be presented to the Division Director or presiding\_officer at commencement of any meeting at which said proxy will be exercised.

## **ARTICLE V**

### **OFFICERS**

5.1 Voting Officers: The voting officers of the Far West Division shall be the following: Division Director, Two Assistant Division Directors, One Region Director for each of the Regions and the Professional Patroller Representative of the Far West Division. The Board of Directors may appoint other Division Officers with powers not inconsistent with these Bylaws, in order to carry out the purposes or objectives of the Far West Division.

5.2 Officer's Roles and Responsibilities — elected positions.

5.2.1 Division Director. The Division Director is responsible to the membership of the Division and will adhere to the Bylaws and Policies and Procedures (P&P) of the Division and the NSP, and will administer the Division in accordance with these documents. The Division Director is the highest elected officer of the Division and as representative of the Division, will place the Division's members interests as the highest goal of the office. The Division Director will work and communicate with the FWD Board under the established Bylaws for the betterment of the administration of the Division. The Division Director shall serve as Chairperson of the Board of Directors, Chairperson of the Division Executive Committee, if any, and member ex-officio of all Division Committees.

5.2.2 Assistant Division Directors (2). The Assistant Division Directors are to adhere to and assure others adhere to the Bylaws and the Policy and Procedures of the Division. They are to assist the Division Director 1) in the administration of the FWD; 2) perform tasks as requested by the Division Director, such as assisting and/or supervising program advisors, 3) keep the Division Director informed of issues within the Division, 4) assist in communicating to the membership, and 5) perform other reasonable requests from the Division Director, Region Directors and/or members. In addition, they should help mentor new members of the FWD Board of Directors in tasks of the FWD, including but not limited to proposal writing of budgetary or program requests to the FWD.

5.2.3 Region Directors. The Region Directors should help coordinate the efforts of their region's patrols, patrol formation, registration and registration of members. They are responsible for: 1) maintaining and training personnel and the quality of their programs through the use of their region staff and with region and/or Division finances, 2) maintaining and monitoring program administrators, even if they do not have direct control over such administrators, 3) initiation of the awards program sequence, 4) assisting with communications and dissemination of information from the NSP and the Division to their members.

### 5.3 Appointed Staff and Program Supervisors.

5.3.1 Secretary: Acts as secretary for the Board of Directors, (Sec. 6.6) and performs other duties as requested.

5.3.2 Treasurer: Acts as Treasurer for the Far West Division Board of Directors; and performs duties as outlined in the Division Bylaws (Sec. 8.4) and the National Bylaws Policies and Procedures.

5.3.4 Legal: Acts a Legal Representative to the Far West Division Board of Directors and performs other duties as outlined in the Far West Division Bylaws and National Bylaws Policies and Procedures.

5.3.5 Registrar: Acts as Division registration and liaison with the NSP National Office in the collection and recording of dues payments. Submits registration membership reports to the Board of Directors at the annual summer meeting.

5.3.6 All other educational program supervisors, as deemed necessary, by the FWD Board to operate the Far West Division in accordance with National Program guidelines and requirements are to administer said programs in accordance with the FWD Program Guide.

5.4 ELECTION PROCEDURES

AREA	Division Director	Asst Division Director(s)	Region Directors
5.4.1.1 Term of Office	<p>2 years — June 1 –May 31</p> <p>Elected biannually, in odd numbered years</p> <p>National P&amp;P Section 6.2.3.b.2</p> <ul style="list-style-type: none"> <li>• May serve no more than 3 consecutive 2 year terms</li> </ul> <p>Interim appointments or elections of less than one year shall not be included when determining term limits.</p>	<p>2 years — June 1 –May 31</p> <p>Elected biannually, one in odd numbered years one in even numbered years</p> <ul style="list-style-type: none"> <li>• May serve no more than 3 consecutive 2 year terms</li> </ul> <p>Interim appointments or elections of less than one year shall not be included when determining term limits.</p>	<p>2 years — June 1 –May 31</p> <p>Elected biannually, in odd numbered years: Eastern Sierra and Northern California</p> <p>Elected biannually, in even numbered years: Arizona, Mother Lode, Southern California</p> <ul style="list-style-type: none"> <li>• May serve no more than 3 consecutive 2 year terms</li> </ul> <p>Interim appointments or elections of less than one year shall not be included when determining term limits.</p>
5.4.1.2 Eligibility	<p>Division Director as defined in National Policies and Procedures 6.2.3A</p>	<p>Eligibility for the office of Assistant Division Directors (2) same as Division Director: National Policies and Procedures 6.2.3A</p>	<p>Shall be from their respective regions Meet minimum requirements, as set forth in the Policy and Procedures of the NSP and Far West Division Policies, to be elected to such office.</p>
5.4.1.3 Nomination or Announcement of Candidacy	<p>Any active registered member in good standing may nominate eligible candidates for the office of Division Director. Nominations need not be seconded. Any eligible candidate may announce his/her own candidacy</p>	<p>Any active registered member in good standing may nominate eligible candidates for the office of Assistant Division Director. Nominations need not be seconded. Any eligible candidate may announce his/her own candidacy</p>	<p>Any active registered member in good standing, within the prospective candidates Region may nominate eligible candidates for the office of a Region Director. Nominations need not be seconded. Any eligible candidate may announce his/her own candidacy</p>

<b>AREA</b>	<b>Division Director</b>	<b>Asst Division Director(s)</b>	<b>Region Directors</b>
	<p>All nominations must be accompanied by a one-page resume of the candidate's membership in the NSP, which demonstrates the candidate's eligibility for office; and may be accompanied by a one-page statement of the candidate's platform.</p> <p>A nomination, other than a self-nomination, must be accompanied by a written acceptance of the nomination signed by the nominee or by email from the nominee and received by the Election Chair or Committee before the Date of Election, the first Monday of February. Nominations of one's own sending such information to the Election Chair or Committee may effect candidacy.</p>	<p>All nominations must be accompanied by a one-page resume of the candidate's membership in the NSP, which demonstrates the candidate's eligibility for office; and may be accompanied by a one-page statement of the candidate's platform.</p> <p>A nomination, other than a self-nomination, must be accompanied by a written acceptance of the nomination signed by the nominee or by email from the nominee and received by the Election Chair or Committee before the Date of Election, the first Monday of February. Nominations of one's own sending such information to the Election Chair or Committee may effect candidacy.</p>	<p>All nominations must be accompanied by a one-page resume of the candidate's membership in the NSP, which demonstrates the candidate's eligibility for office; and may be accompanied by a one-page statement of the candidate's platform.</p> <p>A nomination, other than a self-nomination, must be accompanied by written acceptance of the nomination signed by the nominee or by email from the nominee and received by the Election Chair or Committee before the Date of Election, the first Monday of April. Nominations of one's own sending such information to the Election Chair or Committee may effect candidacy.</p>
5.4.1.4 Unqualified Candidates	The Election Chair or Committee shall notify, in writing, all persons who, whether nominated or self-announced candidates, were found to be ineligible, together with the reasons for such finding. Any candidate feeling they were aggrieved by the decision of the Election Chair or Committee may appeal his/her cause directly to the FWD Board of Directors.	The Election Chair or Committee shall notify, in writing, all persons who, whether nominated or self-announced candidates, were found to be ineligible, together with the reasons for such finding. Any candidate feeling they were aggrieved by the decision of the Election Chair or Committee may appeal his/her cause directly to the FWD Board of Directors.	The Election Chair or Committee shall notify, in writing, all persons who, whether nominated or self-announced candidates, were found to be ineligible, together with the reasons for such finding. Any candidate feeling they were aggrieved by the decision of the Election Chair or Committee may appeal his/her cause directly to the FWD Board of Directors.

<b>AREA</b>	<b>Division Director</b>	<b>Asst. Division Director(s)</b>	<b>Region Directors</b>
5.4.2.1 Election Schedule  Nominations	1 <sup>st</sup> Monday of December  Announcements of Candidacy and letters of acceptance of candidacy due to Election Chair or Committee.	1 <sup>st</sup> Monday of December  Announcements of Candidacy and letters of acceptance of candidacy due to Election Chair or Committee.	1st Monday of February  Announcements of Candidacy and letters of acceptance of candidacy due to Election Chair or Committee.
5.4.2.2 Date of Election Ballots sent out	1 <sup>st</sup> Monday of February Ballots sent out along with candidates platform or statement  "Date of Election" is the first Monday in February. "Date of election" is defined as the date on which the ballots are mailed.	1 <sup>st</sup> Monday of February Ballots sent out along with candidates platform or statement  "Date of Election" is the first Monday in February. "Date of election" is defined as the date on which the ballots are mailed.	1 <sup>st</sup> Monday of April Ballots sent out along with candidates platform or statement  Date of election is the first Monday of April. "Date of Election" is defined as the date on which the ballots are mailed.
5.4.2.3 Ballots Due Received or dated by	1 <sup>st</sup> Monday of March  Ballots shall be voted and postmarked not later than thirty (30) days after the Election Chair or Committee has mailed them out. Postmarks shall be conclusive as to the dates of mailing.	1 <sup>st</sup> Monday of March  Ballots shall be voted and postmarked not later than thirty (30) days after the Election Chair or Committee has mailed them out. Postmarks shall be conclusive as to the dates of mailing	1 <sup>st</sup> Monday of May  Ballots shall be voted and postmarked not later than thirty (30) days after the Election Chair or Committee has mailed them out. Postmarks shall be conclusive as to dates of mailing.

<b>AREA</b>	<b>Division Director</b>	<b>Asst. Division Director(s)</b>	<b>Region Directors</b>
5.4.2.4 Results Ballot Count	Ballots shall be counted by the Election Chair or Committee and results announced four weeks from date of election, unless all persons eligible to vote have returned their ballots sooner, in which case the tally may be made as soon as all ballots have been received. Only Official Ballots received by the stated deadline will be counted. Ballots received with duplicate, obliterated or missing numbers will not be counted. Qualified voters who fail to vote for a candidate or fail to submit their ballot within the time allowed for voting shall not be considered as either voting for or against such candidates. The election result shall be determined only by a count of those votes cast properly and timely.	Ballots shall be counted by the Election Chair or Committee and results announced four weeks from date of election, unless all persons eligible to vote have returned their ballots sooner, in which case the tally may be made as soon as all ballots have been received. Only Official Ballots received by the stated deadline will be counted. Ballots received with duplicate, obliterated or missing numbers will not be counted. Qualified voters who fail to vote for a candidate or fail to submit their ballot within the time allowed for voting shall not be considered as either voting for or against such candidates. The election result shall be determined only by a count of those votes cast properly and timely.	Ballots shall be counted by the Election Chair or Committee and results announced four weeks from date of election, unless all persons eligible to vote have returned their ballots sooner, in which case the tally may be made as soon as all ballots have been received. Only Official Ballots received by the stated deadline will be counted. Ballots received with duplicate, obliterated or missing numbers will not be counted. Qualified voters who fail to vote for a candidate or fail to submit their ballot within the time allowed for voting shall not be considered as either voting for or against such candidates. The election result shall be determined only by a count of those votes cast properly and timely.
Majority vote	Any candidate for the office of Division Director must poll a simple majority (as contrasted to a plurality) of votes cast by those qualified to vote and voting for such office before he/she shall be deemed to have been elected.  Candidates, whether successful or unsuccessful, shall be promptly notified, of the election outcome by the Election Chair or Committee.	Any candidate for the office of Assistant Division Director(s) must poll a simple majority (as contrasted to a plurality) of votes cast by those qualified to vote and voting for such office before he/she shall be deemed to have been elected.  Candidates, whether successful or unsuccessful, shall be promptly notified, of the election outcome by the Election Chair or Committee.	Any candidate for the office of Region Director must poll a simple majority (as contrasted to a plurality) of votes cast by those qualified to vote and voting for such office before he/she shall be deemed to have been elected.  Candidates, whether successful or unsuccessful, shall be promptly notified, of the election outcome by the Election Chair or Committee.

<b>AREA</b>	<b>Division Director</b>	<b>Asst. Division Director(s)</b>	<b>Region Directors</b>
5.4.2.5 Write In Candidates	Write in candidates for Division Director must submit to the Election Chair or Committee their resume and qualifications for the office they are seeking. A successful Write In candidates is conditional until his/her eligibility and qualifications have been verified by the Election Chair or Committee	Write in candidates for Assistant Division Director must submit to the Election Chair or Committee their resume and qualifications for the office they are seeking. A successful Write In candidates is conditional until his/her eligibility and qualifications have been verified by the Election Chair or Committee	Write in candidates for a Region Director position must submit to the Election Chair or Committee their resume and qualifications for the office they are seeking. A successful Write In candidates is conditional until his/her eligibility and qualifications have been verified by the Election Chair or Committee
5.4.2.6 Voter Eligibility	<p>All incumbent NSP patrol representatives (of eligible patrols), Region Directors holding office the same year, as the date of election shall each have one (1) vote. Incumbent Director and Assistant Directors.</p> <p>An eligible patrol representative is defined as a single patrol representative dealing directly with and approved by the ski area management at the ski area their patrol is affiliated with, (i.e.: one mountain, one vote).</p> <p>Candidates will have one vote tallied for them, if they do not possess a vote and their opponent possesses a vote.</p>	<p>All incumbent NSP patrol representatives (of eligible patrols), Region Directors holding office the same year, as the date of election shall each have one (1) vote. Incumbent Director and Assistant Directors.</p> <p>An eligible patrol representative is defined as a single patrol representative dealing directly with and approved by the ski area management at the ski area their patrol is affiliated with, (i.e.: one mountain, one vote).</p> <p>Candidates will have one vote tallied for them, if they do not possess a vote and their opponent possesses a vote.</p>	<p>All incumbent NSP patrol representatives (of eligible patrols) holding office the same year as the date of election for the position of Region Director in their respective region, shall each have one (1) vote.</p> <p>An eligible patrol representative is defined as a single patrol representative dealing directly with and approved by the ski area management at the ski area their patrol is affiliated with, (i.e.: one mountain, one vote).</p> <p>Candidates will have one (1) vote tallied for them, if they do not possess a vote and their opponent possesses a vote.</p>



AREA	Division Director	Asst. Division Director(s)	Region Directors
5.4.3.1 Election Committee	<p>The Division Director shall, not less than one-hundred and twenty (120) days prior to the date of an election for Division Director appoint an Election Chair or Election Committee, whose duty it shall be to (1) Solicit qualified nominations and announcements of candidacy, (2) receive all nominations and announcements of candidacy; (3) review and determine the qualifications of each candidate for office; (4) communicate as necessary with the candidates and the Division Director</p> <p>Not less then fourteen days prior to the mailing of ballots, the Election Chair or Committee will post to the FWD web site the slate of candidates running for office along with their résumé’s and personal statement or platform.</p>	<p>The Division Director shall, not less than one-hundred and twenty (120) days prior to the date of an election for Assistant Division Director appoint an Election Chair or Election Committee, whose duty it shall be to (1) Solicit qualified nominations and announcements of candidacy, (2) receive all nominations and announcements of candidacy; (3) review and determine the qualifications of each candidate for office; (4) communicate as necessary with the candidates and the Division Director</p> <p>Not less then fourteen days prior to the mailing of ballots, the Election Chair or Committee will post to the FWD web site the slate of candidates running for office along with their résumé’s and personal statement or platform.</p>	<p>The Division Director shall, not less than one-hundred and twenty (120) days prior to the date of an election for Region Director appoint an Election Chair or Election Committee, whose duty it shall be to (1) Solicit qualified nominations and announcements of candidacy, (2) receive all nominations and announcements of candidacy; (3) review and determine the qualifications of each candidate for office; (4) communicate as necessary with the candidates and the Division Director</p> <p>Not less then fourteen days prior to the mailing of ballots, the Election Chair or Committee will post to the FWD web site the slate of candidates running for office along with their résumé’s and personal statement or platform.</p>

AREA	Division Director	Asst. Division Director(s)	Region Directors
<p>5.4.4.1 Unscheduled Vacancy</p>	<p>Unscheduled vacancies in the office of Division Director, if there is less than six months before the start of the next election cycle may remain unfilled or appointed, with agreement of entire FWD Board, or shall be filled by special election in accordance with the election procedures set forth in the FWD Bylaws, and any sub-parts thereof. Election to be no less than seven weeks (forty-nine days) after the date the vacancy occurs.</p> <p>In the interim, the Assistant Division Director with the longest term of office shall serve as the interim Division Director. If the Assistant Division Director with the longest term of office declines to serve as interim Division Director, the second Assistant Division Director or a Region Director may be confirmed by the remaining Board members to serve as interim Division Director.</p> <p>The Division Director may be removed for any reason, by a vote of two-thirds of the Division Board of Directors.</p> <p>And:</p> <p>National Policy and Procedures 6.2.3C, item #13</p>	<p>Unscheduled vacancies in the office of Assistant Division Director if there is less than six months before the start of the next election cycle may remain unfilled or appointed, with agreement of entire FWD Board, or shall be filled by special election in accordance with the election procedures set forth in the FWD Bylaws, and any sub-parts thereof. Election to be no less than seven weeks (forty-nine days) after the date the vacancy occurs.</p> <p>An interim replacement shall be appointed by the Division Director to act between the date of vacancy and the date of the next election.</p> <p>An Assistant Division Director may be removed for any reason, by a vote of two-thirds of the Division Board of Directors.</p>	<p>Unscheduled vacancies in the office of Region Director shall be filled by an election held within ninety (90) days after the commencement of said vacancy. An interim replacement shall be appointed by the Division Director to act between the date of vacancy and the date of said election. Any such replacement shall come from the Region where the former Region Director is registered.</p> <p>If there is less than six months before the start of the next election cycle then the position may remain unfilled and/or appointed, by the Division Director with agreement of the affected Region's Patrol Representatives and the FWD Board.</p> <p>A Region Director may be removed, for just cause, from his office by the Division Director with the concurrence of a majority of the Board of Directors, or by two-thirds vote of the voting Members in the Region Director's region, or by the unanimous vote of all persons holding membership on the Division Board of Directors exclusive of the person whose removal is sought</p>

**ARTICLE VI**  
**MEETINGS OF THE BOARD OF**  
**DIRECTORS**

6.1 Meetings of the Board of Directors shall be held as follows: 1) an annual “Summer” meeting shall be held in the month of August and 2) a “Mid-Winter” meeting shall be held in the month of February. Meetings of the Board of Directors shall be held at any location directed in a resolution of the Board. Meeting dates may be adjusted, due to extraordinary circumstances, as determined by the Board. The midwinter meeting of the Board of Directors may be canceled by a majority vote of the Board of Directors.

6.2 Special or emergency meetings of the Board of Directors may be called at any time by the Division Director or upon the request of any five-(5) members of the Board of Directors and may be conducted by either teleconference or meetings. Notice thereof may be oral or written and shall not be subject to any of the time requirements or limitations for service of notice as set forth herein.

6.3 Quorum: Six (6) members of the Board of Directors shall constitute a quorum provided at least four (4) Regions are represented. If a quorum is not present, or four Regions are not represented, the officer presiding at such meeting shall adjourn the meeting until the requirements can be met.

6.4 At all meetings of the Board of Directors, the Division Director or the Assistant Division Director with the greatest length of service in office shall preside. If none of them are present, then any Region Director designated by a majority of the other Board Members may preside.

6.5 Unless otherwise set forth herein, all resolutions, appointments, appropriations, directions, orders, or other acts of the Board of Directors shall be by a majority of those present and constituting a quorum at any meeting.

6.6 The Division Secretary shall take written minutes of any meeting of the Board of Directors, or such person as may be designated to take the place of the Division Secretary. Said minutes shall be open for inspection, at reasonable place and time, by any officer or member of the Far West Division.

6.6.1 Executive Session: If the need should arise the Board may adjourn to a closed (executive session) meeting in which case written minutes will not be kept. The results of the executive session will be read into the minutes of the meeting on the re-convening of the FWD Board of Directors.

**ARTICLE VII**  
**COMMITTEES**

7.1 Executive Committee: An Executive Committee shall include the Division Director, Assistant Division Director with the longest term of office and at least two other members of the Board of Directors. Written minutes of the proceedings of any Executive Committee meeting shall be kept and shall be open for inspection for any officer or member of the Far West Division. The duties of the Executive Committee shall be to take action on emergency conditions or situations which cannot, in the judgment of the Division Director or a majority of the members of the Executive Committee, wait for a regularly scheduled meeting of the Board of Directors. Teleconferences or Meetings of the Executive Committee may be called at any reasonable location or at any reasonable time. Meetings may be called by the Division Director or by any Assistant Division Director who may be acting in place of the Division Director, or by majority of the members of the Executive Committee. A decision shall be by a majority of the members present and constituting a quorum. A quorum for all such meetings shall be four (4) members of the committee. The regular Board of Directors may, by adoption of appropriate rules and regulations, define and restrict the duties and powers of the Executive Committee.

7.2 The Board of Directors may establish such advisors and advisory committees, as they desire. The Division Director shall appoint the chairperson of all committees subject to disapproval by a majority of the Board of Directors.

7.3 Each Division Advisory Committee shall consist of a Chairperson, together with advisors from as many of the Regions as possible. A majority of those present and voting shall prevail on any issue within an advisory committee or sub-committee.

7.4 The final decision or action of any Division Advisor or Advisory Committee may be made, voided, altered, changed or amended, as desired by a majority vote of the Board of Directors.

7.5 Each Division Advisor shall prepare an annual report of the activities and expenditures of his committee and shall deliver the report to the Division Director within thirty (30) days prior to the annual meeting, or at such other time as the Division Director or the majority of the Board of Directors may require.

## **ARTICLE VIII**

### **FINANCE**

8.1 The Far West Division shall operate on a fiscal year of July 1 through the following June 30.

8.2 The Board of Directors shall establish a budget for each fiscal year.

8.3 The Board of Directors may at anytime, alter, amend, change or modify the annual budget. The Board of Directors may authorize the Division Director or the Executive committee to increase the annual budget, transfer funds between accounts, between advisors or authorize the over-expenditure of the amount budgeted for any particular advisor or committee.

8.3.1 Without a vote of the Board of Directors, neither the Division Director nor the Executive Committee may alter, amend, change, add, subtract or delete any budgetary expenditure previously authorized by the Board of Directors for the next fiscal year.

8.4 The Division Treasurer shall Arrange for the deposit of all funds of the Far West Division and disburse the same as authorized by the Board of Directors or as set forth herein. The Treasurer shall keep full account of all receipts and disbursements and shall present a statement of all income and expense together with a statement of assets or liabilities and a statement of financial operations for the Division at the meetings of the Board of Directors. The Treasurer shall also submit similar statement to the Board of Directors at such other time as said Board may direct.

8.4.1 The Division Treasurer shall prepare an annual report for presentation to the Board of Directors at the annual meeting or such earlier date as the Board may establish. The report shall, as a minimum, show the beginning and ending balances for the preceding fiscal year, and shall show the payee, purpose, amount and date of all

payments or expenditures exceeding \$300, or where the aggregate of payments to the same person, firm or organization is in excess of \$300, and the report may, at the discretion of the Board of Directors, require such other or additional information as the Board may direct.

8.4.2 The Division Treasurer shall, prior to each annual meeting, prepare a proposed budget for the forthcoming fiscal year, and present the budget for approval by the Board of Directors at the annual summer meeting or at such other time as the Board may direct. Each Advisor shall, no later than July 1 of each year submit advisor ship budget requests to the Division Director, who will forward the request to the Treasurer for incorporation in the annual budget. The Board of Directors can approve the proposed submission by each advisor, or if disapproved, the Board of Directors may establish what amount, shall be allocated to each advisor for the forthcoming fiscal year.

8.5 It shall be the responsibility of each Division Advisor to control their program expenses and keep within the dollar limits of the budget as approved by the Board of Directors. In no event shall any Division Advisor or Division Committee over commit or over-expend their programs approved budget without prior approval by the unanimous vote of the Executive Committee or the majority vote of the Board of Directors.

#### **8.6 Payments and Reimbursements**

8.6.1 There shall be at least three authorized signatures for each Far West Division bank or savings and loan account, including the Division Director and the Division Treasurer. Two signatures, including that of the Division Treasurer, shall be required to transact any business exceeding \$1,000, during his term of office. Signatories other than the Division Treasurer and Division Director shall sign only when the Division Treasurer or Division Director is incapacitated or otherwise unavailable for period in excess of seven (7) consecutive days.

8.6.2 Request for payment of moneys by any advisor, committee, officer or member of the Far West Division shall be submitted to the Division Treasurer for approval, except that the Division Director may, in his discretion, direct that such request be submitted to the Division Director for approval. Request will be approved or disapproved promptly. If approved, the request shall be promptly paid. If disapproved, the requesting advisor, committee, officer, or member shall be promptly notified thereof, along with reasons for the disapproval. Prior approval by the Division Director shall make approval by the Division Treasurer unnecessary. All requests approved by the Division Director shall be promptly forwarded to the Division Treasurer for payment. The Assistant Division Directors shall approve the request made by the Division Director for payment to himself. The Division Director shall approve request made by the Division Treasurer for payment to himself. Without prior approval of the Board of Directors or the Executive Committee, neither the Division Director nor the Division Treasurer shall approve or pay any amount.

8.6.3 All receipts and expenditures shall be submitted for reimbursement to the Division Treasurer within thirty (30) days of the date the expenditure was incurred and within the same fiscal year. Expenditures incurred in May and June shall be submitted with in twenty (20) days. Receipts and expenditures submitted after the dead line has closed will be paid only on approval of the Division Director and Board of Directors. (8.6.3 2010 Spring)

## 8.7 Assets

8.7.1 The use of the assets of the Far West Division and of its subdivision is restricted to that of operations and public education. A gift of an asset may not be made to an individual for personal gain. A gift of an asset to a legally eligible non-profit organization outside of the National Ski Patrol needs approval by the Far West Division Board of Directors.

8.7.2 Each subdivision operating under the Far West Division that has any assets, cash or equipment shall have a financial officer in control of its assets. This person shall prepare an annual

financial report for its membership and the Division Treasurer.

8.7.3 The assets of any sub-division officially dissolving shall be accounted for through a written report prepared by the financial officer and submitted to the Division Board of Directors within 45\_days of dissolution. The Board will take control of those assets and pass them to the next higher subdivision.

## ARTICLE IX

### RULES FOR THE CONDUCT OF MEETINGS

9.0 Robert's Rules of Order, as currently revised shall be the official parliamentary document for the conducting of meetings of the Board of Directors, The Executive Committee, Advisory Committees and other subordinate committees, sub-committees and units, including Regions, Sections and Patrols.

## ARTICLE X

### AMENDMENTS

10.0 The Board of Directors shall have the power to make, alter, amend and repeals the Bylaws of the Far West Division by affirmative vote of two-thirds of the entire Board of Directors (as contrasted to a two-thirds majority of those present and voting) at any regular or special meeting of said Board.

10.1 Bylaws changes shall be proposed in writing.

10.2 All proposed Bylaws changes shall be served in writing upon the members of the Board of Directors at a meeting of the Board of Directors. The proposal shall then be tabled and shall not be brought up for vote until the next succeeding meeting of the Board of Directors, and provided further that in any event at least thirty (30) days shall elapse between the date of the proposal and the date of the vote thereon.

## **ARTICLE XI**

### **INVALIDITY CLAUSE**

11.0 Should any article, section or provision of the FWD Bylaws be held invalid by any court of law, federal or state, or by any government, federal or state, or any subdivision thereof, or by any agency or commission of any governmental unit, or by the National Ski Patrol System, Inc., such holding shall not be construed as affecting the validity of any remaining articles, sections or provision of these Bylaws, it being the intent of the adopters that the valid portions of these Bylaws shall remain.

## **ARTICLE XII**

### **INCONSISTENCY WITH NSPS BYLAWS**

12.0 It is the intent that these Bylaws shall govern the Far West Division of the National Ski Patrol System, Inc. only. Should these Bylaws contain any provision inconsistent with, or in any way in conflict with, any provision found in the Bylaws of the National Ski Patrol System, Inc., the later supersedes and controls the contrary provision herein.

## **ARTICLE XIII**

### **SUPERSESSSION**

13.0 These Bylaws as adopted and as hereafter amended shall supersede all prior Bylaws of this organization.

## **ARTICLE XIV**

### **DISSOLUTION**

14.0 In the event of the dissolution of the Far West Division, all of its property and assets shall pass or be transferred in accordance with provision of the Bylaws of the National Ski Patrol System, Inc. As to any assets not controlled or disposed of by the Bylaws of the National Ski Patrol System, Inc., the property of and assets of the Far West division shall be given to an organization, in trust or otherwise, who can and will, utilize said assets to promote safety in skiing and assistance to injured or stranded skiers.