



PRO VINTAGE RACING INC.

BY-LAWS

Incorporated 2005

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ARTICLE I - Purposes and Name

Section 1. THE NAME of this club shall be PRO VINTAGE RACING INC.

Section 2. THE PURPOSES of Pro Vintage Racing Inc. shall be:

- (a) To generate a membership of neighbors and friends to mutually increase the pleasure of snowmobile racing through planned and supervised activities.
- (b) To stimulate and advance the general welfare and safety of snowmobile racing.
- (c) To serve the interest of snowmobilers and snowmobile racers.
- (d) To defend such owners against discriminatory legislation, unrealistic regulation and burdensome taxation.
- (e) To develop a fraternal spirit among snowmobilers, snowmobile racers and other winter sports enthusiasts.
- (f) To promote favorable public relations through policing of racing safety in cooperation with respective race promoters.
- (g) To encourage conduct, which will promote a positive image of the snowmobiler to all.

Section 3. DEDICATION: Pro Vintage Racing Inc. is dedicated to the proposition that:

- (a) The sport of snowmobiling is America's most exhilarating winter sport.
- (b) The sport of snowmobiling and snowmobile racing are here to stay.
- (c) The sport of snowmobile racing, having emerged from its infancy and now maturing, must establish an image equal or superior to all other leading recreational sports, and to this end this club is dedicated.

ARTICLE II - MEMBERSHIP

Section 1. CLUB MEMBERSHIP is open to anyone showing an interest in snowmobile racing and the club. A membership is defined as either one person at least 10 years of age for junior's classes, and 18 Years of age for general classes.

"A Member in good standing" will be referred to as "a Member". Refer to Section 5, "Membership Validity"

Section 2. REQUESTS FOR MEMBERSHIP may be made, by mail on the form provided on the PVR website or by joining online through RaceDay.com. Membership is contingent upon agreement by the applicant to abide by the club By-laws, payment of the required dues. Disapproval may not be for any reason of race, color, religion, or any other criteria that would be discriminatory of the Board of Directors.

Section 3. MEMBERSHIP MAY BE TERMINATED by action of the Board of Directors for non-payment of dues, safety violations, or for any reason deemed by the Board of Directors to be prejudicial to the best interests of the club. Actions that are detrimental to the club may be grounds for removal of a member from the club.

Section 4. ANNUAL MEMBERSHIP DUES:

- (a) Club membership for the 2025-2026 Race season is \$60. PVR does offer a single event membership for \$45. The single event membership will not go toward end of the year points. Season points will only be offered to full membership. Points will accumulate after you pay full membership. The single Membership will not count as a credit towards a full membership if you decide to become a full member.
- (b) Membership fee will entitle member to hold a specific race number, if membership is not current the race number will be forfeited after one year of inactivity.
- (c) Membership term is to begin and end at the adjournment of the annual meeting each year.
- (d) If the member is actively on the BOD, Membership dues will be waived for their term or terms.

Section 5. MEMBERSHIP VALIDITY / A MEMBER IN GOOD STANDING:

To remain a member in good standing in Pro Vintage Racing Inc. all members must:

- (a) Be good sportsmen and promote sportsmanlike conduct, recognizing that people judge all snowmobilers and snowmobile racers by our actions.
- (b) Obey all club rules and requirements as herein stated and as otherwise may be set forth by the Board of Directors and agreed upon by the majority of the club management.
- (c) Have membership dues paid by the first race of the PVR season.

Section 6. MEMBERSHIP BENEFITS

- (a) Each member is eligible for end of race season points / awards. Points will only be accumulated from date the membership was paid.
- (b) Each member is eligible to run for Board of Directors and other club management positions, must hold a membership dues paid by the first race of the PVR season.
- (c) Lifetime membership will be offered for founding members only.

Section 7 VOTING

- (a) Each member who is in good standing and at least 18 years of age is entitled to one vote for club officers at the annual meeting.
- (b) Club issues will be decided by a simple majority vote of the Board of Directors. They will take recommendations, concerns and ideas from the general membership and work in the best interest of the club/sport.
- (c) To be a voting member, you must have membership dues paid by the first race of the PVR season.
- (d) Voting which may be of a confidential matter will be done by secret ballot.

Section 8. WAIVER OF RESPONSIBILITY:

- (a) All drivers participating under ISR sanctioning shall be required to sign an ISR waiver of responsibility annually with their membership. This waiver releases the Board of Directors, Club Officers, promoters, sponsors, and any affiliated individuals or organizations from liability for any accident or incident related to racing.
- (b) All individuals entering the hot pits or racing surface must sign a waiver of liability at each event. This waiver releases the Club, including its Members, Board of Directors, Officers, track personnel, and event promoters, from any responsibility or liability for accidents or incidents arising from racing activities.

ARTICLE III - Management

Section 1. CLUB MANAGEMENT The Board of Directors is comprised of the President, Vice-President, Secretary, Treasurer, and five additional members. Collectively, these individuals represent the Board of Directors. It is important to note that while the Race Director, Technical Inspection Director, Insurance Manager, Promotions Manager, and Equipment Manager are integral members of the management team as outlined in "Article III," they will not hold voting rights during the monthly meetings of the Board of Directors.

Section 2. NOMINATIONS for officers shall be opened to the membership at the end of the Race season and up to the time the voting begins at the Annual meeting held approximately in April every year. Immediate family members shall not be allowed to serve on the board at the same time.

Section 3. ELECTION of officers will be by majority vote of the members present during the annual meeting in April each year.

- (a) Officers elect shall officially take office at the conclusion of the annual meeting and hold office for a period of two years.
- (b) Term of office for all positions shall be two years and not exceed seven consecutive years.
- (c) Treasurer is exempt from term limits.
- (d) Officer positions elected in alternating years. (President, Secretary, Three Directors) (Vice President, Two Directors).
- (e) The Treasurer and the Technical Inspection Director positions shall be an annually appointed position by majority vote of the board.
- (f) Board position vacancies are filled by the board of directors after the director has given notice of resignation. For example, if the President resigns, the Vice President will assume that position.

In cases where a board position is unoccupied, the board will appoint a new board member through a voting process of the BOD. The board will consider the following criteria when determining who to appoint to the position.

- A member in good standing.
- The person would accept the position.
- Member can perform the position along with the assigned duties.
- Consideration of the number of votes received by the individual in the most recent election (if applicable).

Section 4. **The President** shall be chairperson of the Board of Directors. He or she will lead and facilitate all meetings using rules based on parliamentary procedures. He or she should appoint members or designate appointments to the board of all standing or temporary committees. Committees may include members of the Club. The President shall perform those other duties that may be assigned by the Board of Directors. The President must not have any vested interest—financial or otherwise—in the club's operations or activities and must remain impartial in all decisions

- Responsible for general oversight and monthly board meetings. The President will take what the board of Directors vote on and will only vote in the case of a tie.
- Review monthly bank statements provided by the Treasurer; review other financial statements provided by the Treasurer
- Organize and provide an oversight of any meetings
- Assist as needed by the head scoring for class structure, layout and running order while building a race.
- Respond to e-mail requests, taking or returning phone calls, and traveling to meetings as needed.

- Be responsible for negotiations with Track Promoters to ensure a positive outcome for Both parties involved.
- Delegate and/or assist in setting up and tear down of racing events. If unable to be there, delegate a key setup and tear down person/persons. This duty would also include working with the Race Director/Directors, Promoters, Safety and Risk Management Committee, and Track Crew to ensure a safe racing surface.
- Responsible for overseeing club activities and addressing issues with members in poor standing.
- Keep a positive attitude to Promoters, board of Directors, Club Membership, sponsors, volunteers and Racers.
- Ensure the duties list is reviewed at the same time the bylaws are reviewed
- Other duties as required, such as speaking at public events, going to meetings on running related events, attending promoter's meetings, ensuring contracts are signed, reviewing insurance documentation with the delegated insurance manager, attending insurance training and rule setting, volunteering time at related events, etc.
- General oversight of all other BOD positions, volunteer positions and assisting as needed

Section 5. **Vice President Duties**

The Vice President shall assume the duties and powers of the President in the event of the President's absence or temporary incapacity. The Vice President shall also undertake additional responsibilities as authorized by the Board of Directors. Specific duties include, but are not limited to:

- Assisting the President in the execution of organizational duties and providing leadership support as needed.
- Assuming the role of acting President when the President is unavailable.
- Collaborating closely with fellow officers and board members to ensure smooth and efficient operation of the organization.
- Consulting and advising on matters of race track safety, setup, and logistics.
- Coordinating with race promoters, track owners, and event sponsors to ensure successful event execution and partnership alignment.

Section 6. **Secretary Duties** The Secretary shall be responsible for maintaining all non-financial records of the organization. This includes accurate documentation of meetings, membership information, and other materials of historical or operational value. The Secretary shall also ensure that records are properly retained, archived, and transitioned to newly elected officers unless otherwise directed by the Board of Directors or membership. Specific duties include, but are not limited to:

- Recording accurate minutes of all board and membership meetings, including attendance.
- Maintaining and safeguarding official records, including meeting minutes, membership rosters, and committee listings.
- Overseeing and updating membership lists as needed.
- Ensuring the safekeeping of contracts, agreements, and other critical documents.
- Tracking the terms of board members and maintaining up-to-date records of board composition.
- Preparing meeting agendas in collaboration with the President or other officers.
- Distributing meeting agendas and minutes to board members in a timely manner.
- Ensuring continuity of records by transferring all necessary documents to newly elected officers.

Section 7. **The Treasurer** shall keep the financial accounts of the club, receive dues for membership, pay bills, and generally be responsible for monitoring the financial health of the club. He or she shall keep the club's funds in a bank under the account name "Pro Vintage Racing Inc.". He or she shall be responsible for maintaining accurate and timely records of said account(s) and for preparing and presenting a treasurer's report at each monthly board meeting.

-All expenses/payments over \$250.00 are to be approved by the majority of the Board of Directors.

(Please refer to the Procedure Manual Section 10: Detailed Treasurer Breakdown/Responsibilities)

Section 8. All officers shall have such other powers as are assigned by the by-laws, the membership or as are required by law.

Board Member

- A. Communicate members thoughts and ideas to the board for the betterment of the club.
 - Liaison between members and the board
- B. Continually collaborate with board members throughout the year by attending our monthly board meetings
 - Support new and innovative ideas and help execute those ideas while keeping the racer and club expenses at the forefront
- C. Additional items include but are not limited to the following:
 - Collect/Promote sponsors for events
 - i. Spread the word and help draw in a crowd by personally promoting the event.
 - ii. Communicate sponsors, donations, and class payout to the treasurer.
 - Help with track set up and tear down.

Unprofessional Conduct

Unprofessional conduct by a board member includes, but is not limited to, the following:

- A. Failure to handle confidential information with appropriate security and discretion.
- B. Refusal to accept or complete assigned tasks without valid justification.
- C. Failure to disclose any actual or perceived conflicts of interest (e.g., participating in events or competitions hosted by other organizations that directly conflict with PVR events).
- D. Disruptive behavior during board meetings, including monopolizing discussions or failing to contribute constructively.
- E. Displaying disrespectful behavior toward the Board President, Vice President, or other members.

Attendance Requirements

Board members are expected to attend at least 80% of scheduled meetings unless an absence is excused by the President or Vice President.

Disciplinary Procedure

If a board member is found to be in violation of these standards, the President or Vice President will consult with the full Board of Directors prior to any action, including potential removal from the board.

ARTICLE IV – Official Meetings

Section 1. OFFICIAL MEETINGS will be held at the end of the race season around the annual meeting.

- (a) A minimum of five members of the club's management must be present to hold an official meeting. Meetings may be in person groups, Conference calls, or video Conferences via the internet.
- (b) The Board of Directors may meet at their discretion during the interim between regular meetings.
- (c) Any members can be present at the Board of Directors meeting but do not have any voting rights.
- (d) Special meetings may be held throughout the year with a prior announcement of such meetings to the general membership via the PVR website / social media.
- (e) Official meeting may be changed or postponed in the case or cases of a national emergency or a pandemic if the annual spring meeting can not be held.

ARTICLE V – Club Events

Section 1. CLUB EVENTS may be planned and organized by any volunteer member, appointed member or group of members, and approved by board of directors.

- (a) All members in good standing shall be invited to participate in all club events. All contracts need to be approved by the Board of Directors to be a legal and binding contract.
- (b) All race contracts must be presented to the entire Board of Directors, approval requires majority vote.

Section 2. PREPARATION - Each member shall be responsible to plan and pay for his/her own expenses. Also, members shall see to it that their snowmobiles are adequately prepared, and are in compliance to general ISR rules and regulations, and equipment is in good working order.

Section 3. CONDUCT - All club members will assume responsibility for proper racing conduct and discipline. **Drugs and Drinking is particularly dangerous in the sport of snowmobiling, and accounts for the majority of serious accidents. Any members who abuse this practice may be eliminated from racing and stands to lose his/ her membership in Pro Vintage racing. This is a zero-tolerance by-law.**

CLUB CODE OF CONDUCT

- o Always show respect your fellow board members, race officials, club members, sponsors and track promoters at all times;

- o Always show respect and appreciation for the volunteers who give their time to help the club and/or event(s);
- o Never yell, taunt, or threaten physical violence upon another member of the club, a volunteer or event spectator
- o Never use abusive or vulgar language, or make racial, ethnic or gender-related slurs or derogatory comments at club events, forum or club related emails/ personal messaging.
- o Never make unwanted sexual or physical contact with other members.
- o Always abide by race rules and engage in fair competition, no course cutting, or other means of gaining a competitive advantage that is considered cheating when participating in club races or other races where you may represent the club.
- o Always report violations of the Member Code of Conduct policy to the Board in writing.

ARTICLE VI – Dissolution

Section 1. If dissolution of Pro Vintage Racing Inc. should occur, all outstanding debts, if any, will be paid. Any remaining funds & assets will be donated to another snowmobile club, snowmobile association or charity.

ARTICLE VII - Amendments

Section 1. These By-Laws must be reviewed by the Board of Directors annually and amended as deemed appropriate. The By-Laws shall be presented to the membership-at-large by means of the web site to be voted on by the attending members at the next posted meeting for approval.