

N.Y.S.M.A.

NEW YORK STATE MICROD ASSOCIATION

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Chapter 1 - Official Documents

Constitution (Revised 2/00)

Article 1 Name

New York State Microd Association, Inc. (N.Y.S.M.A.)

Article 2 Purpose

To promote and maintain standards for Microd Racing.

Article 3 Membership

Persons belonging to Microd Clubs in New York State shall be members of the New York State Microd Association Inc. A nominal amount of dues may be assessed.

Article 4 Officers

Section 1 President, Administrative Vice- President, Competition Vice-president, Secretary, Treasurer.

Section 2 Board of Directors consisting of three (3) representatives from each Microd Club.

Article 5 Meetings

Section 1 Board of Directors and Officers shall hold regular monthly meetings.

Section 2 Special meetings shall be held at the declaration of the President.

Section 3 Two-Thirds (2/3) of the Directors and Two-Thirds (2/3) of the Officials shall constitute a quorum for the transaction of business.

Section 4 All members of N.Y.S.M.A. are welcome and encouraged to attend the regular Board of Directors meetings.

Article 6 Amendments

The constitution may be amended by a two-thirds (2/3) vote of all the Directors, following the procedures outlined in Article 7 of the By-laws.

New York State Microd Association, Inc.
Constitution and By-Laws

BY-LAWS

ARTICLE 1 Duties of the Officers

Section 1 **THE PRESIDENT** shall:

- 1 Preside at all Board of Director meetings.
- 2 Co-sign all checks written by the Treasurer.
- 3 Be in communication with all Microd Club Presidents with regards to meetings, NYSMA. sponsored races, and the matters of Microding.
- 4 Be responsible for the arrangements for N.Y.S.M.A. sponsored races.
- 5 Appoint Race Directors, Assistant Race Directors as needed for N.Y.S.M.A. sponsored races.
- 6 Select Inspectors, Judges, Starters, Scores, and Pit Stewards for N.Y.S.M.A. sponsored races with the assistance of Club Presidents.
- 7 Be in charge of the post-race inspections at N.Y.S.M.A. sponsored races.
- 8 Appoint a Nominating Committee of three (3) members to prepare a slate of Officers to be nominated at the October Board of Directors meeting.
- 9 In general, perform the obligations usually pertaining to the office of President.

Section 2 **The Administrative Vice President** shall:

- 1 Attend all meetings of the Board of Directors.
- 2 In the absence of the President, perform the duties of the President.
- 3 Assist the president in the duties of Administration.

Section 3 **The Competition Vice President** shall:

- 1 Attend all meetings of the Board of Directors.
- 2 In the absence of the Administrative Vice President, perform the duties of the Administrative Vice President.
- 3 Assist the President in the duties of Competition, including being in charge of the pre-race and post race inspections at N.Y.S.M.A. sponsored races.

Section 4 **The Secretary** shall:

- 1 Attend all meetings of the Board of Directors.
- 2 Keep a record of all proceedings.
- 3 Keep a list of all Directors.
- 4 Notify the Officers and Directors of meetings.
- 5 At the expiration of term, deliver over all records to successor.
- 6 In general, perform the obligations usually pertaining to the office of Secretary.

Section 5 **The Treasurer** shall:

- 1 Attend all meetings of the Board of Directors.
- 2 Keep record of all moneys received and expended. These books shall at all times be subject to inspection by the officers. These books should be audited by the other officers before they are turned over to a successor.
- 3 Deposit all moneys received in a bank designated for that purpose.
- 4 Make a Treasurer's Report at each regular Board of Directors meeting.
- 5 Keep a record of Microd registrations.
- 6 Keep a record of plan books.
- 7 Keep a record of Insured members.
- 8 At the expiration of term, deliver over all moneys and records to successor.
- 9 In general, perform the obligations usually pertaining to the office of Treasurer.

Article 2 Elections

- Section 1 Three (3) Directors shall be elected or appointed to the board of Directors by each Microd Club.
- Section 2 A representative to the Board of Directors may be re-elected indefinitely.
- Section 3 If a Director is unable to attend during his term of office the President of his/her Microd Club shall appoint another member of that club to attend in his/her place.
- Section 4 The term of each Director shall be one (1) year.
- Section 5 The term of each Officer shall be one (1) year.
- Section 6 Officers may be re-elected indefinitely.
- Section 7 President and Treasurer cannot be of the same household and family relationship.

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Section 8 A Nominating Committee shall prepare a slate of officers to be nominated at the October Board of Directors meeting.

Article 3 Membership

Section 1 Membership of each Microd Club shall be determined by the By-laws of that club.

Section 2 Any member losing his/her membership in a Microd Club shall lose his/her membership in N.Y.S.M.A.

Article 4 Committees

All Committees shall be appointed by the President with the approval of the Board of Directors.

Article 5 Rules

Rules of Racing and Rules of Procedures shall be adopted by the Board of Directors and shall be attached hereto.

Article 6 Amendments

These By-laws may be amended by a two thirds (2/3) vote of all Board of directors, following the procedures outlined in Article 7 of these By-laws.

Article 7 Proposals and Motions

Section 1 Proposals (amendments to the Constitution, amendments to the changes to the Rules of racing, changes to the plan book and its procedure) may be presented by any member of any Microd Club (meeting qualifications for level of proposal). These proposals will be presented at a regular Board of Directors Meeting, numbered for identification, and sent to each members club (to which the proposal applies) for discussion. Said proposal will then be brought to a vote at the next regular Board of Directors meeting.

Section 2 Motions (routine business other than items described as proposals in Section 1) may be made and voted on at any meeting of the Board of Directors.

Article 8 Voting

Section 1 Each Director has one (1) vote, maximum of three (3) voting Directors per Club.

Section 2 In order to vote, each Director has to be in attendance.

Section 3 A N.Y.S.M.A. Officer may vote as a club Director.

Section 4 An abstention vote by any Director will reduce by one (1) vote on the basis which 2/3 majority is calculated.

Rules of Procedure

- 1 The President will have an agenda for the next meeting prepared and distributed to the NYSMA Officers and Club Presidents within approximately two weeks of the previous regular Board of Directors meeting.
- 2 The Secretary will have the minutes prepared and to the President in time to be distributed with the agenda. (see #1)
- 3 When a member is to be reimbursed for expenses incurred, he/she is to submit a bill to the Treasurer. This bill shall explain the expenses and should be accompanied by receipts or other verification.
- 4 All voting other than amendments to the constitution, shall require a majority vote of the Directors present in order to pass.
- 5 The procedure for obtaining special consideration or exception to the rules shall be:
 - .1 Put the request in writing and forward it to the President of NYSMA.
 - .2 Have representation at the NYSMA Board of Directors meeting when the request is discussed.
- 6 Proposals may be submitted by any NYSMA member or by an affiliated Microd Club by the following suggested procedure:
 - .1 Write up the proposal.
 - .2 Notify the NYSMA President prior to a NYSMA Board of Directors meeting so that it may be added to the agenda.
 - .3 Bring 23 copies (1 for each Officer and each Director).
 - .4 Present the proposal at a regular NYSMA Board of Directors meeting.
 - .5 Proposals then go to each club for its discussion and decision (to which the proposal applies).
 - .6 Proposals are then voted on at a subsequent NYSMA Board of Directors meeting.
- 7 The cutoff date for changes to the plan book for inclusion in the current years publication will be the regular January meeting of NYSMA. All changes approved after the January meeting will be released as an addendum and incorporated in the next publication.
- 8 The same basic proposal may not be resubmitted within the same year.
- 9 All changes to the Rules of Racing approved by the regular February meeting of NYSMA will be included in the current years printing. Any changes approved after the February meeting will be conveyed to the members club Presidents via a Rules of Racing Newsletter drafted by the NYSMA President.
- 10 NYSMA has regular meetings from October through April on a Sunday during each month.
- 11 Each year there will be a one (1) year moratorium (delay) on all car and engine specifications except for safety which can require changes and take effect at any time. (Open wheel classes only)