



BY-LAWS OF
THE BUCKEYE QUARTER MIDGET
RACING ASSOCIATION

REVISED
MARCH 1, 2023

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1. NAME

The name of the association shall be
Buckeye Quarter Midget Racing
Association (BQMRA)

2. ADDRESS/MAILING ADDRESS

The address of the association for business purposes shall be the current president's address. Mainly used for membership mailings and correspondence to/from the current sanctioning body.

For directions to the track, use the GPS address to Fortress Obetz, 2015 Recreation Trail, Obetz, Ohio 43207

3. PURPOSE

Children and the parents or guardians of those children will be given an opportunity to develop the skills, aptitudes, and the means necessary to compete in young people's organized motorsports activities.

The Buckeye Quarter Midget Racing Association will provide the opportunity for children to develop interpersonal skills in the following areas:

Physical coordination

Self-reliance

Alertness

Awareness

Positive interaction with other children and adults

Fairness

Generosity

Good Sponsorship

Respecting the success of others

Following rules

Being responsible for own actions

4. MEMBERSHIP

The members of BQMRA are individuals that have petitioned the officials of BQMRA for the right of membership.

Membership applications will be accepted from any person 18 years of age or older.

Applicants must complete a BQMRA membership application.

Applicants must also complete a membership with the sanctioning body.

All fees must be paid at the time the membership of filed.

All memberships can be reviewed by the BQMRA BOD. Any membership can be denied and must receive a two-thirds vote by the BOD.

5. MEMBERSHIP TYPES

These are the memberships available:

Regular Memberships - Regular memberships are available to anyone 18 years of age or older. A regular membership is defined as a membership assigned to a family or household. The membership will include all drivers that live in the same household as the membership holder. Regular members should list BQMRA as their 'Home Track'. Regular memberships will receive one (1) vote per family.

Associate Memberships - Associate memberships are available to anyone 18 years of age or older. This membership is assigned to a family or household and will include all drivers that live in the same household. Associate members will hold a regular/full membership at another track. Associate membership does not receive voting privileges.

Alternate Handler/Individual Membership - Alternate handler/Individual memberships are available to anyone 18 years of age or older. This membership is only assigned to a single individual and can not include any drivers. They must also obtain a membership from the sanctioning body to be covered by insurance and to be able to participate in club events. Alternate handler/individual memberships do not receive voting privileges.

Honorary Membership-A honorary membership is a membership that is assigned by a majority vote of the BOD to selected individuals. This membership is a non-voting member and is automatically renewed, annually, for the lifetime of the recipient. No fee will be levied for this membership.

6. CONDUCT

BQMRA has developed and adopted a code of conduct (COC) that establishes penalties for members that misbehave at BQMRA events.

The code of conduct is consistent with the laws of the State of Ohio.

The code established specific punishments for misconduct and misbehavior on the part of BQMRA members.

All members will be subjected to disciplinary measures should they violate the code of conduct.

BQMRA may at its discretion honor and uphold disciplinary measure imposed by other quarter midget clubs and organizations.

7. MEMBER IN GOOD STANDING

A BQMRA member is in good standing when the member has a current and active membership. All fees have been paid. No member on the membership is under any suspension.

BQMRA BOD may suspend a member's good standing should they violate the code of conduct.

When a member is not in good standing, the member may not participate in any BQMRA event or hold any elected or appointed office. Once the member is in good standing, they may be reinstated.

8. MEMBERSHIP FEE SCHEDULE

All memberships fees must be paid in full at the time of joining. Memberships can be renewed in January and are good till December. Memberships need to be obtained through the current sanctioning body in January or at the same time of joining a club.

9. BQMRA

The club consists of members, club officials and racing officials. Any member in good standing may become an official in BQMRA. All officials in BQMRA are volunteers that have either been elected or appointed.

10. AUTHORITIES

The affairs of the club will be governed by the bylaws of the BQMRA. No item in the BQMRA bylaws may be in violation of any Ohio corporate law. The bylaws will ensure that the rights of the BQMRA and all members of the BQMRA are protected. The bylaws will ensure the obligations of all members of the BQMRA are established and met.

11. ROSTER & MAILING LIST

The BQMRA roster and mailing list is the sole property of BQMRA. Neither the roster nor the mailing list shall be disseminated to any person, organization, or entity without the permission of the BQMRA BOD. Upon written request, a special roster of club members, by name only, shall be furnished to any BQMRA member.

12. ADMINISTRATION

BQMRA is administratively divided into two groups: the membership and the elected board of directors.

The membership is divided into three groups: members, appointed club officials and appointed racing officials.

13. BOARD OF DIRECTORS (BOD)

The BQMRA BOD is the elected and appointed BQMRA members that have volunteered to hold office as a BQMRA BOD members and consists of the following:

A. Four elected officers

- President
- Vice President
- Secretary
- Treasurer

B. Two elected directors

- Technical Director
- Safety Director

C. Elected Board Members

- Not less than three but no more than five

D. Trustee

- This position is only available to the immediate past President to help with no continuity. If that person is either unavailable or unwilling to hold this position, then it will remain vacant for that year.

14. OFFICE AND BOARD OF DIRECTORS ELECTIONS

The membership shall, annually, nominate and elect club officials. The term of office for BQMRA officials shall be one year or until removed, whichever comes first.

The members of the BQMRA shall elect the following officials:

- President
- Vice President
- Secretary
- Treasurer
- Technical Director
- Safety Director
- Elected Board Members

15. NOMINATIONS FOR OFFICE

All regular BQMRA members must be provided an opportunity to submit nominations.

The BQMRA secretary shall accept written and/or verbal nominations for each elected position following the schedule laid out in Section 16. Elections for Office.

The BQMRA secretary shall certify all prospective nominees meet the following criteria for office: Eighteen years of age or older, regular member in good standing of BQMRA, BQMRA must be your listed home track with the sanctioning body and a minimum of twelve months participation in quarter midget racing.

16. ELECTIONS FOR OFFICE

The BQMRA secretary shall develop and implement procedures that will deliver an accurate delivery and count of ballots. All regular members must be provided an opportunity to vote for officer, director, and board member nominees. Each family holding a regular membership will be entitled to one vote. All ballots must be delivered in a manner that will provide no less than twenty days for members to receive and return the ballot. In an uncontested election, officers, directors, and board members can be elected through acclamation. No ballot would be necessary.

The election cycle for officer positions begins with nominations accepted starting in August, ending at the end of the month. Ballot/voting to happen in September.

The election cycle for directors and BOD begins with nominations accepted starting in September, ending at the end of the month. Ballot/voting to happen in October.

Creating two voting events allows anyone who did not win an officer election to run for a board position.

If election took place, at the October club meeting, ballots will be opened and/or tabulated by the BQMRA Vice President, Secretary and one other regular BQMRA member.

The results of the BQMRA officials' election cycle for elected officers will be announced by the BQMRA President at the regularly scheduled October club meeting.

Newly elected and re-elected officials shall take office on November 1 of the year of the election.

Outgoing officials shall coordinate a timely transition of supplies/paperwork, etc.

17. REMOVAL FROM OFFICE

The BQMRA Vice President, upon written request of three regular BQMRA members in good standing, shall conduct a recall vote for any BQMRA elected official. If the Vice President is the official to be recalled, then the President shall conduct the recall.

The written request for removal must include facts surrounding any event that was associated with the request for removal and witness statements.

A recall ballot will provide all regular members of BQMRA an opportunity to review the charges against the official and review the response of the official being charged with the recall. The recall election process must take place within thirty days of the receipt of the request.

A notice of time, date, and place of the meeting to open recall ballots shall be transmitted to the officer or board member being removed from office and the remainder of the BOD. The Vice President (or President) and two other regular members of BQMRA will open and tabulate the received ballots.

The BQMRA board shall, at the convened special meeting, remove from the office, any official that: received a two-thirds vote, affirming the recall, from those ballots returned by the membership and from those received by the BQMRA BOD.

The results of the BOD actions shall be read into the minutes of the next regularly scheduled club meeting.

Any officer removed from office as a result of a recall vote shall, with five days of receipt of notification of removal from office, deliver all BQMRA properties to the Vice President or President.

No removed officer may hold an elected office for one year from the date of removal.

18. VACANCY OF OFFICE

The BQMRA BOD shall, upon completion of appropriate procedures, declare offices vacant for the following reasons.

- Unexcused absences (missing three consecutively scheduled monthly club meetings)
- Removal from office
- Resignation
- Loss of good standing

Any BQMRA officer or board member who leaves for any of the above reasons shall, within five calendar days of receipt of notification of removal from office, deliver all BQMRA properties to the Vice President or President.

No election will be required if the officer or board position is declared vacant within sixty-days of the start of the regularly scheduled officer of board of directors' election cycle. During the sixty-day period the vacant office may be filled by action of the BOD. Interim office holders must meet the same qualifying criteria as any nominated office holder.

Officer(s) or Board member(s) whose office(s) is declared vacant due to being removed from office shall be ineligible to run for office to fill any vacant office.

Officer and BOD vacancies may be filled by any regular member in good standing who meets the qualifying criteria for nomination to be elected in to the BQMRA office or BOD position, who received a majority of votes of a special election held to fill a vacancy.

- The BQMRA Secretary shall conduct a special election
- The election process will provide all regular BQMRA members an opportunity to submit nominees for the vacant position within seven days of the vacancy
- The election process will provide all regular BQMRA members an opportunity to cast a vote for the vacant position.
- Each family holding a regular membership will be entitled to one vote
- In an uncontested election, no ballot is necessary, and a nominee can be elected through acclamation

19. APPOINTED OFFICIALS

The incoming club president shall appoint the following listed officers.

- Rookie Director
- Publicity Director
- Information Technology Director
- Tower Director
- Race Director
- Indoor Director

All appointments shall be ratified by a majority vote of those members in attendance.

20. QUORUM – BOARD OF DIRECTORS

A minimum of six elected board members must be present to constitute a quorum.

21. QUORUM – MONTHLY CLUB MEETINGS

The following officials/members must be present at all BQMRA club meetings to constitute a quorum.

- BQMRA President or assignee
- BQMRA Secretary or assignee
- Four or more regular club members other than the President or Secretary.

22. BQMRA BOARD OF DIRECTORS MEETINGS

The board will conduct meetings on an as needed and emergency basis.

All meetings will be conducted in accordance with “Roberts Rules of Order” including

- The President cannot make a motion
- The President can only vote in case of a tie

The board may take no action unless a quorum is present.

Any action taken by a majority of those present shall be regarded as an action taken by the board.

- Except when a two-thirds majority is required as stated in other sections of these by-laws.

Emergency BOD meetings are specifically designed so that the BOD may react quickly to any emergency situation.

The President may convene an emergency BOD meeting at any time.
The President will make every effort to contact all board members.
The board may take no action unless a quorum is present.
The meeting will require the presence of a minimum of six board members.
Any action taken by a majority of board members present at a meeting shall be regarded as an action taken by the board of directors and be recorded as minutes.

The minutes of all BQMRA BOD meetings shall be recorded and kept with the monthly meeting minutes.

23. BQMRA CLUB MEETINGS

The BQMRA will conduct monthly meetings.
Meetings will be held on the first Wednesday of every month, at 7pm, and at a predetermined location. The President and/or Board has the right to cancel or reschedule meetings at their discretion.

All meetings will be conducted in accordance with “Roberts Rules of Order” including

- The President cannot make a motion
- The President can only vote in the case of a

tie The President shall preside at the meeting.

The Secretary shall record the minutes of the meeting.

The club may take no action unless a quorum is present. Any action taken by a majority of the regular members present at a meeting shall be regarded as an action taken by the club.

The agenda will include but not limited to minutes of the previous meeting, financial reports, old and new business. The outdoor format will be revised in the spring prior to the first outdoor race. The indoor format will be revised in the fall prior to the first indoor race.

All members have a responsibility to attend and participate in BQMRA club meetings. Any person holding a regular, associate, or alternate BQMRA membership in good standing may participate in club meetings.
Each family present and holding a regular membership will be entitled to one vote.

24. DUTIES OF OFFICIALS AND BOARD OF DIRECTORS

The Board of Directors shall control the business and affairs of the association.
The Board of Directors shall have complete response authority to extraordinary events that would take place between scheduled monthly meetings.

Extraordinary events may include but not limited to

- Misconduct at racing events
- Code of Conduct issues
- Any disciplinary actions that need to be taken in the case of disruptions and fail to comply with the COC at any race event.

The BOD shall have the power to appoint committees and assign the powers and authority of the BOD to those committees.

The BOD will be responsible for the actions of any board assigned committee.

25. PRESIDENT

The president of the BQMRA, while always under the governance of the BQMRA BOD, shall:

Through general supervision, directions, and control of the operations of BQMRA, implement the policies of the BQMRA BOD.

Be present at all BOD meetings.

Preside at all club meetings.

Be the official BQMRA representative to quarter midget organizations and the general public.

Attend all club events.

Appoint a qualified rookie director, indoor director, publicity director and race day officials.

Shall have a \$200 per month discretionary spending fund.

Establish a communications plan with the BOD.

Ensure medical and liability insurance coverage is provided for all members (if applicable).

File all required forms to renew and maintain the club's charter with any sanctioning body.

Assist with filing all required forms necessary to maintain the non-profit status with the State of Ohio with assistance of the Treasurer.

26. VICE PRESIDENT

The Vice President shall, under the direction and control of the BQMRA BOD:

Assist the club President.

In the absence or incapacity of the club President, perform the duties and exercise the powers of club President.

Maintain the material condition of indoor and outdoor facilities.

Organize work details.

Organize the concession stand.

Conduct authorized recall votes of elected officials.

Perform such other duties as may be assigned by the club President or BOD.

27. SECRETARY

The BQMRA Secretary shall, under the direction and control of the BQMRA BOD:

Record the minutes of all club and BOD meetings.

Process memberships.

Maintain the club roster and mailing list.

Notify members of meetings no later than 1 week prior to meeting date.

Maintain operating supplies.

Maintain a liaison with other club secretaries.

Maintain the master copy of the BQMRA indoor/outdoor standard operating procedures.

Maintain history of minutes, calendars, history of track records, and important historical documents as may be required by the BOD.

Deliver, upon request, any BQMRA document (by-laws, list of members, standard operating procedures) to BQMRA member.

Perform such other duties as may be assigned but the President or BOD.

Be bonded, if necessary.

Re-register club name with the Secretary of State every 5 years.

28. TREASURER

The BQMRA Treasurer shall, under the direction and control of the BQMRA BOD:
Collect all monies and ensure funds are deposited into the club's financial institution.
Make disbursements and reimbursements payments as needed.
All transactions should include an invoice or statement.
Balance the clubs checking account on a monthly basis and present the monthly statement showing income and expenses to the President at the monthly club meetings.
Upon the request of a BQMRA Regular member, provide a copy of any BQMRA document.
Have the responsibility for filling all tax returns and any finance related legal documents.
Maintain a property book showing all equipment owned, borrowed, received as donations, or otherwise acquired by BQMRA. The property book can also show the date of purchase, cost, if known.
Maintain and account for an inventory of restrictor plates.
Perform such other duties as may be assigned by the club President or BOD.
Be bonded, if necessary.
Maintain the club's non-profit status and paperwork.

29. TECHNICAL DIRECTOR

The BQMRA technical director shall, under the direction and control of the Vice President:
Determine which cars will be subject to technical inspection.
Conduct technical inspections.
Oversee technical operations.
Perform such other duties as may be assigned by the club President or BOD.

30. SAFETY DIRECTOR

The BQMRA safety director shall, under the direction and control of the BQMRA BOD:
Develop and implement the BQMRA Safety program. The safety program will include but is not limited to, car construction, fuels, chemicals, exhaust systems, uniforms, helmets, driver related safety items, facility safety issues, training, and education.
Have the responsibility to ensure that all required track safety equipment is in place and operational.
Perform such other duties as may be assigned by the club President or BOD.

31. INFORMATION TECHNOLOGY/WEBSITE DIRECTOR

The BQMRA technology director shall, under the control of the President:
Maintain the BQMRA website.
Assist with coordination of all social media that is linked to the website.

32. TOWER DIRECTOR

The BQMRA tower director shall, under the control of the President:
Develop and implement the BQMRA tower procedures.
Handle all elements of the tower program which includes sign ins, scoring, line ups, timing.
Inform the race director if a decision is in violation of rules or scoring procedures, and work as the liaison between the tower and the race directors.
Maintain the inventory of supplies within the tower.

Be familiar with the rule book.

Perform such other duties as may be assigned by the club President or BOD.

33. PUBLICITY DIRECTOR

The BQMRA publicity director shall, under the control of the President:

Be responsible for educational programs, newsletter, website, and other forms of publicity for BQMRA.

Be responsible for public relations and promotional programs as aids to BQMRA.

Be responsible for apparel sales.

Maintain the sponsors and donors' recognition list.

Be the official publicity spokesperson for BQMRA.

Perform such other duties as may be assigned by the club President or BOD.

34. ROOKIE DIRECTOR

The BQMRA rookie director shall, under the control of the President:

Develop and implement a rookie training program.

Sign rookie books upon completion of training and racing, if used.

Be the head of the of rookie committee.

Perform such other duties as may be assigned by the club President or BOD.

35. INDOOR DIRECTOR

The BQMRA indoor director shall, under the control of the President:

With assistance of the Vice President, coordinate with the members, the event set up and teardown of the indoor track and its accessories.

Coordinate, oversee, and be the BQMRA official in charge of parking vendors and participants at all indoor races.

While the Secretary and Tower Director will coordinate sign ins and registration, the Indoor Director should assist when needed.

All disciplinary issues will be handled by the President and BOD.

Perform such other duties as may be assigned by the club President or BOD.

36. RACE DIRECTOR

The BQMRA race director shall, under the control of the President:

Attend all club events.

Actions taken by the race director, on race day, shall be deemed to be as if made by the BOD, with the following exceptions: Written protests by competitors and disciplinary actions.

The race director, acting as a direct representative of the BOD for race day functions, has the authority to make decisions, implement plans and procedures with the goal of conducting a BQMRA racing event in a manner that is fair and right for anyone attending the event.

The race director duties include act as a liaison between the competitors, other officials, and the tower.

Control the track opening and closing for practice and racing.

Assists the flagman and pit steward.

Oversee safety and tech issues in the hot chute.

Make sure that all required track safety equipment is in place and operational.

Controls implementation of the inclement weather plan.

Oversees written protests when the protest alleges mistakes in the rule's implementation.

Processes all engine claims paperwork and hold engine claim funds.

Maintains discipline on the grounds on race day.

Directs calls for ambulance or EMD service.

37. COMPENSATION

Neither elected nor appointed officials, nor any other member of BQMRA shall be compensated for time and effort expended on behalf of the association except for out-of-pocket expenses occurred in conjunction with performance of their duties.

38. OWNERSHIP

All properties and supplies pertaining to, used by, donated to, purchased for the association, or held for the association, and all funds of the association from whatever source obtained, including receipts, shall be used only for the improvement of property and services of this association.

39. PROFITS

No profits or earnings of any kind will be distributed to any member of this association.

All profits and earnings, if any, shall be used for the sole purpose of improving, expanding, and extending the facilities and services of the association.

40. FINANCIAL AUDIT

During the month of October of each year or prior to the vacancy of office, an audit of the finances of the club shall be held.

This will include inspection of the ledgers, checkbook(s), bank account(s), savings, and any other financial data.

It will also include an audit of the cash income sources.

This audit shall be performed by a member(s) of the BQMRA upon the approval of the BOD.

It will be performed at no cost to the club other than nominal necessary expenses, such as postage, phone, copying, etc.

If for any reason the Treasurer is unable to complete a full term, an audit will be performed prior to the naming of a replacement appointed by the BOD.

41. CERTIFICATES

Neither shares of stock nor certificates of ownership shall be issued by this organization.

42. PERMANENT AMENDMENTS TO BYLAWS

The BQMRA By-laws will be amended upon a vote of three fourths of the membership who can cast a ballot and three fourths of the BQMRA BOD.

All BQMRA members must be notified of any proposed changes and afforded an opportunity to vote on amendments to the BQMRA By-laws.

43. REVISIONS

| | |
|--------|----------------------------------|
| 3/2023 | Revised agenda for club meetings |
| 3/2022 | Major rewrite of By-laws. |
| 5/2009 | Removed reference to QMA |
| | Revised Regular membership |
| | Revised Member in Good Standing |

Changed Tech and Safety Director to officer positions
Changed eligibility for officer or board positions to 12 months
Revised Removal from Office
Revised Vacancy of Office
Corrected formatting for Quorum-Monthly meetings
Revised BOD meetings
Revised club meetings
4/2008 Changed membership fee schedule
Revised (Novice)Rookie Director duties
8/2006 Major re-write of By-laws
11/2005 Revised Elected Club officers
Added Tech and Safety Directors as elected officers
10/2004 Revised required number of board members
Revised month of elections
Added a CMS representative in the BOD
10/2003 Converted the original By-laws into an electronic format