

# AMENDED AND RESTATED BYLAWS OF SOUTHERN CALIFORNIA OUTRIGGER RACING ASSOCIATION

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## **ARTICLE I - NAME**

The name of this corporation is Southern California Outrigger Racing Association.

## **ARTICLE II – PRINCIPAL OFFICE**

The principal office for the transaction of the activities and affairs of the corporation is located at 5546 Berkeley Road, Santa Barbara, California 93109. The Board of Directors (“the Board”) may change the principal office to any suitable site within the State of California as necessary.

## **ARTICLE III – PURPOSE AND LIMITATIONS**

### ***Section 3.01 – PURPOSE***

The purpose of this organization shall be:

- A. to foster national and international amateur sports competition, specifically outrigger canoe racing;
- B. to promote an educational program dedicated to the development of amateur outrigger canoe racing as a means of athletic competition and attainment of physical fitness and to generate public interest and support for these activities.
- C. to conduct outrigger racing events and promote interest through education and competition at these events;
- D. to serve as the governing body for the sport of outrigger canoe racing in the Southwestern region of the U.S., maintain memberships in the USA Outrigger Racing Canoe Association and the International Va’a Federation as well as other affiliations that are dedicated to the fostering of national and international amateur outrigger canoe racing competition.

### ***Section 3.02 – LIMITATIONS***

This corporation is a non-profit public benefit corporation and is not organized for the private gain of any person. It is organized under the California Nonprofit Public Benefit Corporation Law for charitable and public purposes.

This corporation is organized exclusively for educational purposes and fostering national and international amateur sports competition within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States internal revenue law.

Notwithstanding any other provision of these articles, this corporation shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purposes of this corporation, and the corporation shall not carry on any other activities not permitted to be carried on by a corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States internal revenue law.

## **ARTICLE IV – MEMBERSHIP**

### ***Section 4.01 – VOTING MEMBERS***

The voting members of the corporation shall rest solely in the members of the Board of Directors, who shall have the power and authority to conduct the business and corporation activities of the corporation, as more

fully set forth in these Bylaws. Such members shall sometimes be referred to herein as “Board Members” or “Directors”.

The Board of Directors shall be comprised of one (1) representative from each Member Club in good standing.

If a Board Member is temporarily unable to serve for any reason, that Board Member may appoint from his or her Member Club a person to represent the Member Club (“alternate Board Member”). The Board Member shall notify the Corporate Secretary of SCORA of the name of the alternate Board Member. During the period the Board Member is unable to serve, the alternate Board Member shall have the same rights and duties granted to Board Members.

## **Section 4.02 – MEMBERS**

### **Section 4.02.01 ASSOCIATED MEMBERS**

The corporation may from time to time, in these Bylaws and elsewhere, refer to various individuals or entities associated with the corporation as “Members”, even though those persons or entities are not voting members as set forth in Section 4.01 of these Bylaws, and no such reference shall constitute anyone or entity a member within the meaning of Section 5056 of the California Corporations Code unless that person or entity shall have qualified for voting rights under section 4.01 of these Bylaws. References in these Bylaws to members shall mean members as defined in Section 5056 of the California Corporations Code; i.e., the members in good standing of the Board of Directors as set forth in Section 4.01 of these Bylaws.

### **Section 4.02.02 GUEST MEMBERS**

Guest Members are any individual, crew, or club that does not belong to a SCORA Member Club. A Guest Member may be accepted into SCORA for up to 1 race per year after completing and receiving approval of a Guest Membership Application by the SCORA Race Committee, as defined under Eligibility to Race of SCORA’s Race Rules (3.2.2). Guest Members shall have no voting rights, shall have membership status for only 1 race per year, and shall pay increased participation fees.

## **Section 4.03 – CLUB MEMBERSHIP AND QUALIFICATIONS**

### **Section 4.03.1 – ELIGIBILITY**

This Association shall consist of regularly organized outrigger canoe racing clubs interested in the purpose of this Association. Any club interested in the purposes of this corporation shall be eligible for membership upon approval of a written application in accordance with the “New Club Membership Requirements” as set forth in Appendix “A” to these Bylaws, and on timely payment of such dues, fees and assessments as the Board may fix from time to time.

### **Section 4.03.2 – APPROVAL OF CLUB MEMBERSHIP**

Any club that has met the qualifications for membership under Section 4.03 of these Bylaws may be accepted for membership in the Association upon majority approval of the Board of Directors at any duly held meeting of the Board of Directors.

### **Section 4.03.3 – DUES, FEES AND ASSESSMENTS**

Each club must pay, within the time and on the conditions set by the Board, the dues, fees and assessments in amounts to be fixed from time to time by the Board.

Clubs that are delinquent in dues and fees shall not be eligible to race until brought current or unless an appropriate written petition for extension for good cause is submitted to the Treasurer of the Corporation for consideration and approval.

#### **Section 4.03.4 – GOOD STANDING**

A Member Club that is in good standing is one that:

- A. has paid the required dues, fees and assessments as fixed by the Board from time to time and in accordance with these Bylaws;
- B. has participated in at least one (1) Association sanctioned race in the previous racing season;
- C. has, through its appointed club Director or Alternate Director, attended at least three (3) Association board meetings within the preceding year; and,
- D. has adhered to the membership requirements in Appendix “A” of these Bylaws.

A Member Club in good standing is afforded all rights and privileges that are delineated in the Articles of Incorporation, the Bylaws and as may from time to time be determined by the current Board of Directors.

#### **Section 4.03.5 – INACTIVE MEMBERS**

- A. An Inactive Club is one that:
  - 1 has paid the required dues, fees and assessments as fixed by the Board
  - 2 has **not** had its SCORA Director attend at least three (3) SCORA Board meetings during the preceding year; and,
  - 2 either has **not** attended at least one (1) SCORA sanctioned race during the preceding year,
  - 3 or has voluntarily gone inactive by notifying the Corporate Secretary of SCORA.
- B. Rights and Privileges of Inactive Clubs.
  - 1 shall be eligible to participate in any SCORA sanctioned races
  - 2 shall **not** be eligible to host a SCORA sanctioned race
  - 3 shall **not** be eligible to vote at any SCORA Board meetings
- C. A club may stay inactive for a period of no longer than two (2) years, at which time it must submit an application for new membership. All requirements of new membership in accordance with these Bylaws shall apply.
- D. The two (2) year period will begin from either (1) the date a club submits a written request for inactive status, or (2) the date the club becomes inactive pursuant to section 4.03.5 (A) above.

#### **Section 4.03.6 – REINSTATEMENT TO GOOD STANDING**

If a club wishes to be reinstated as a club in good standing, it must satisfy the requirements as defined under Section 4.03.4 above and adhere to the requirements of Appendix “A” of these Bylaws.

#### **Section 4.03.7 – MEMBERSHIP PROBATIONARY PERIOD**

New clubs shall be considered on probation their first year upon approval of their application. Member clubs that are in their probationary period are not eligible to have their SCORA Director vote or host

SCORA sanctioned races.

After one year, and upon determination that all requirements of a club in good standing have been met, the new club will be afforded all the rights and privileges of a club in good standing under the Bylaws of this corporation, including eligibility to vote and host SCORA sanctioned races.

#### **Section 4.03.8 – TERMINATION OF MEMBERSHIP**

A Club Membership shall be terminated on the occurrence of any of the following events:

- A. Resignation of the Member Club, on reasonable notice to the Association;
- B. Expiration of the membership, unless the membership is renewed on the renewal terms fixed by the Board or as set forth in these Bylaws;
- C. Failure of the member club to pay dues, fees, or assessments as set by the Board within 30 days after they have become due and payable;
- D. Occurrence of any event that renders the member club ineligible for membership, or failure to satisfy membership qualifications; or
- E. Termination based on the good faith determination of the Board, or a committee or person authorized by the Board to make such a determination, that the member club has failed in a material and serious degree to observe the rules of conduct for the Association, or has engaged in conduct material and seriously prejudicial to the purpose and interest of the Association.

#### **Section 4.04 – SUSPENSION AND EXPULSION**

A member or a person who is a member of a Member Club may be suspended pursuant to Sections 4.04.2 and 4.04.3 of these Bylaws, based upon the good faith determination of the Board, or a committee or person authorized by the Board to make such a determination, that the person has failed in a material and serious degree to observe the rules of conduct for the corporation, or has engaged in conduct material and seriously prejudicial to the purpose and interest of the corporation.

A person whose membership is suspended shall not exercise membership rights during the period of suspension. A person who has been suspended who is a member of a Member Club may not race for any Member Club during the period of his or her suspension.

#### **Section 4.04.1 – INTERIM SUSPENSION OF MEMBERSHIP PENDING HEARING**

Pending the outcome of the procedures described in Section 4.04.2 of these Bylaws, a member or a member of a Member Club may be summarily suspended (Interim Suspension), based upon a good faith determination of the Board, or a committee or person authorized by the Board to make such a determination, that the person has failed in a material and serious degree to observe the Association's rules of conduct, or has engaged in conduct materially and seriously prejudicial to the purpose in the interest of the Association.

#### **Section 4.04.2 – PROCEDURE FOR EXPULSION OR SUSPENSION**

If grounds appear to exist for the expulsion or suspension of a member or a person who is a member of a Member Club, the procedure set forth below shall be followed:

- A. The person or Member Club shall be given 15 days prior notice of the proposed expulsion or suspension and the reasons for the proposed expulsion or suspension. Notice shall be given by any method reasonably calculated to provide actual notice. Any notice given by mail shall be sent by first class, return receipt requested, to the person or Member Club's last address as shown on the corporation's records.

- B. The person or Member Club shall be given an opportunity to be heard, either orally or in writing, at least five days before the effective date of the proposed expulsion or suspension. The hearing shall be held, or written statement considered, by the Board or by a committee or person authorized by the Board to determine whether expulsion or suspension should take place.
- C. Following the hearing, the Board of Directors shall decide whether or not the person should in fact be suspended, expelled, sanctioned or disciplined in some other way. The decision of the Board, committee, or person shall be final.
- D. Any action challenging an expulsion, suspension, or termination of membership, including a claim alleging defective notice must be commenced within one year after the date of expulsion, suspension, or termination.

## **ARTICLE V – DIRECTORS**

### ***Section 5.01 – GENERAL CORPORATE POWERS***

Subject to the provisions and limitations of the California Nonprofit Corporation Law and any other applicable laws, and any limitations of the Articles of Incorporation and of these Bylaws, the activities and affairs of the corporation shall be managed, and all corporate powers shall be exercised, by or under the direction of the Board of Directors.

The Directors may delegate the management of the activities of the Corporation to any person or persons, a management company, or committees however composed, provided that the activities and affairs of the corporation shall be managed and all corporate powers shall be exercised under the ultimate direction of the Board of Directors.

### ***Section 5.02 – SPECIFIC POWERS***

Without prejudice to such general powers, but subject to the same limitations, it is hereby expressly declared that the Board Members shall have the following powers in addition to the other powers enumerated in these Bylaws:

- A. To conduct, manage, and control the affairs and activities of the Corporation and to make such rules and regulations therefore which are not inconsistent with law, the Articles, or these Bylaws, as they may deem appropriate.
- B. To prescribe powers and duties for all officers, agents, and employees as may not be inconsistent with law, with the Articles of Incorporation and with these Bylaws, fix their compensation, and require from them security for faithful performance of their duties.
- C. Change the principal office or the principal business office in the State of California from one location to another; cause the corporation to be qualified to conduct its activities in any other state, territory, dependency or country and conduct its activities within or outside the State of California; and designate any place within or outside the State of California for the holding of any meeting, including annual meetings.
- D. Establish classes of membership, and a corresponding fee schedule for membership dues.
- E. To adopt, make, and use a corporate seal and to alter the form of such seal from time to time as they may deem appropriate.
- F. To borrow money, incur indebtedness, or make purchases for the purposes of the corporation, except that any vote of the Directors to borrow money, incur indebtedness, or make a single purchase that exceeds seven thousand dollars (\$7,000.00) must be approved by at least 2/3rds of a quorum.
- G. To adopt, amend, or repeal the articles or incorporation or Bylaws of this corporation.

### ***Section 5.03 – NUMBER, SELECTION AND DESCRIPTION OF DIRECTORS AND***

## **RESTRICTIONS ON DIRECTORS**

- A. Authorized Number. The number of Directors of this corporation shall be equal to the number of Member Clubs in good standing (e.g. not inactive or on probation). Directors need not be residents of the State of California.
- B. Selection. The Board shall be selected as follows:
  - 1 Initial Directors. The initial Board members shall be elected by the incorporator name in the corporation's Articles of Incorporation.
  - 2 Subsequent Directors. At the expiration or earlier termination of the terms of office of the initial Directors, their successors shall be chosen by a majority vote of the members of the Board then in office, whether or not less than a quorum, or by a sole remaining Director.
  - 3 Description Board Members. The Board of Directors shall be comprised of one representative from each member club in good standing.

### **Section 5.04 – ELECTION AND TERM OF DIRECTORS**

The election of Directors shall take place at the annual meeting of members. Each director shall serve until the next annual meeting; however, if any annual meeting is not held or the Directors are not elected at any annual meeting, they may be elected at any member's meeting or elected at a special member's meeting held for that purpose. Each Director, including a Director elected to fill a vacancy or elected at a member's meeting, shall hold office until a successor has been elected and qualified.

### **Section 5.05 – VACANCIES ON THE BOARD OF DIRECTORS**

Vacancy or vacancies on the Board shall exist on the occurrence of the following:

- A. Death, removal, suspension or resignation of any Director;
- B. Termination of any Director's or his or her Member Club's membership rights,
- C. The declaration by the resolution of the Board of a vacancy in the office of the Director who has been declared of unsound mind by an order of the court, convicted of a felony, been absent from three successive Board meetings, or found by final order of judgment of any court to have breached a duty under California Nonprofit Corporation Law.

### **Section 5.06 – RESIGNATIONS**

Except as provided in this section below, any Director may resign effective upon giving written notice to the President or the Secretary of the Board, unless such notice specifies a later time for the resignation to become effective. If the resignation is effective at a future time, a successor may be selected before such time, to take office when the resignation becomes effective.

Except on notice to the California Attorney General, no director may resign if the corporation would be left without a duly elected director or directors.

### **Section 5.07 – FILLING VACANCIES**

Any vacancy or vacancies on the Board shall be filled by a majority vote of the remaining Directors, whether or not less than a quorum, or by a sole remaining Director. Directors elected to fill such vacancies shall serve until the end of the expiration of the term of the replaced Director regardless of the length of time remaining in the term of the vacating director.

### **Section 5.08 – NO VACANCY ON REDUCTION OF NUMBER OF DIRECTORS**



No reduction of the authorized number of Directors shall have the effect of removing any Director before the Director's term of office expires.

### **Section 5.09 – PLACE OF MEETINGS OF THE BOARD OF DIRECTORS**

Meetings of the Board shall be held at the principal office of the Corporation or at such other place as has been designated by the Board. Any meeting may be held by conference telephone or similar communication equipment, so long as all Directors participating in the meeting can hear one another, and all such Directors shall be deemed to be present in person at such meeting.

### **Section 5.10 – ANNUAL MEETINGS OF THE BOARD OF DIRECTORS**

The Board shall hold an annual board meeting on the 4th Saturday in January each year commencing at 10:00 a.m., for the purpose of election of officers and board of directors, amendment or repeal of Bylaws, amendment or repeal of race rules, and any other proper business that may need to be transacted; provided however, that the Board may fix another time for the holding of its annual meeting. Notice of the annual meeting shall be made so as to provide 2 weeks advance notice to all board members.

### **Section 5.11 – REGULAR MEETINGS OF THE BOARD OF DIRECTORS**

Regular meetings of the Board of Directors shall be held at such time and place as the Board of Directors may designate from time to time throughout the year. Said meetings shall be called by the President and notice of such meetings shall be given by the Corporate Secretary to all Board members at least 2 weeks in advance of the meeting date.

### **Section 5.12 – SPECIAL MEETINGS OF THE BOARD OF DIRECTORS**

- A. Authority to Call. Special meetings of the Board for any purpose may be called at any time by the President, Vice President, or the Corporate Secretary or 2 Board of Directors.
- B. Manner of Giving Notice. Notice of the time and place of special meetings shall be given to each Director by one of the following methods:
  - 1 By personal delivery of written notice;
  - 2 By first-class mail, postage pre-paid;
  - 3 By telephone, either directly to the Directors or to a person at the Director's office who would reasonably be expected to communicate that notice promptly to the Director; or,
  - 4 By electronic mail.

All such notices shall be given or sent to the Director's postal address, e-mail address, or telephone number as shown on the records of the corporation.

- A. Time Requirements for Notice. Notices sent by first-class mail shall be deposited in the United States mail at least four (4) days before the time set for the meeting. Notices by personal delivery, telephone or electronic mail shall be delivered shall be given at least forty-eight (48) hours before the time set for the meeting.
- B. Notice Contents. The notice shall state the time of the meeting, and the place if the place is other than the principal office of the corporation. It need not specify the purpose of the meeting.
- C Attendance at said Special Meeting by a club's Board of Director or Alternate shall be considered as attendance under Section 4.03.4 C

### **Section 5.13 – QUORUM, BOARD OF DIRECTORS**

A quorum shall consist of a majority (50%+1) comprised of Voting Members as described in Article IV, Section 4.01 of these Bylaws. The quorum shall make decisions by a majority of the quorum unless otherwise stipulated in those certain sections or involving those certain actions in which more than a majority of the quorum is specifically required.

Subject to the more stringent provisions of the California Nonprofit Public Benefit Corporation Law, including, without limitations, those provisions relating to (1) approval of contracts or transactions in which a Director has a direct or indirect material financial interest, (2) approval of certain transactions between corporations having common directorship, (3) creation of an appointment of committees of the Board and (4) indemnification of Directors, every act or decision done or made by a majority of the Directors present at a meeting duly held at which a quorum is present shall be regarded as the act of the Board.

A meeting at which a quorum is initially present may continue to transact business, notwithstanding the withdrawal of Directors, if any action taken is approved by at least a majority of the required quorum for that meeting.

### **Section 5.14 – VOTING and MANNER OF CASTING VOTES**

- A. Eligibility to Vote. The voting of the corporation shall rest solely in the members of the Board of Directors, who shall have the power and authority to conduct the business and corporation activities of the corporation, as more fully set forth in these Bylaws.
- B. Manner of Casting Votes. Voting may be by voice or ballot unless a board member specifically calls for a ballot vote on an item before the voting begins. The following actions must be voted by ballot:
  - 1 Amendments or repeal of Bylaws of the association;
  - 2 Amendment or repeal of race rules of the association.
- C. Voting. Each board member entitled to vote shall be entitled to cast one (1) vote on each matter submitted to a vote of the Board. Cumulative voting shall not be permitted.
- D. Approval by Majority Vote. If a quorum is present, the affirmative vote of a majority at the meeting entitled to vote shall be the act of the Board of Directors, unless the vote of a greater number, or voting by classes, is required by the California Nonprofit Corporations Law or by the Articles of Incorporation.
- E. Proxies. There shall be no voting by proxy on any corporate business by any member of the Board of Directors at any time.

### **Section 5.15 – WAIVER OF NOTICE**

Notice of a meeting need not be given any Director who signs a waiver of notice or a written consent to holding the meeting or an approval of the minutes thereof, whether before or after the meeting. The waiver of notice or consent need not specify the purpose of the meeting. All such waivers, consents and approvals shall be filed with the corporation records or made a part of the minutes of the meetings. Notice of a meeting need not be given any Director who attends the meeting without protesting before or at its commencement, the lack of notice to such Director.

### **Section 5.16 – ACTION WITHOUT A MEETING**

- A. Action by Unanimous Written Consent. Any action required or permitted to be taken by the board may be taken without a meeting, if all members of the board, individually or collectively consent in

writing to the action. The written consent or consents shall be filed in the corporate minute book. Any actions taken by written consent shall have the same force and effect as the unanimous vote of the members.

- B. Action by Ballot Without a Meeting. Any action that may be taken at any meeting of the board may be taken without a meeting by written or online ballot complying with the requirements of the Corporations Code. The Executive Committee must approve action by ballot without a meeting.

### **Section 5.17 – ADJOURNMENT**

A majority of the Directors present, whether or not a quorum is present, may adjourn any meeting to another time and place.

## **ARTICLE VI – OFFICERS**

### **Section 6.01 – OFFICERS**

The officers of the Corporation shall include a President, Vice President, Secretary, Treasurer, and Race Chairperson. The Corporation may also have, at the Board's discretion, a Chairman of the Board, one or more Vice Presidents, one or more assistant Secretaries, one or more assistant Treasurers, and such other officers as may be appointed in accordance with Section 6.02 of these Bylaws. Any number of offices may be held by the same person, except that neither the Secretary nor the Chief Financial Officer may serve concurrently as either the President or the Chairman of the Board.

### **Section 6.02 – ELECTION OF OFFICERS**

The President of the Corporation shall be elected by the Board of Directors, who shall serve for a period of two (2) years. No member of the Board of Directors may serve as the President of the Corporation during his/her term on the Board of Directors.

The Race Chairperson shall be elected by the Board of Directors, and shall serve a term of two (2) years alternatively from the term of the President.

The Board empowers the President to appoint a Vice President, Secretary, Treasurer and any such other officers as the business of the Corporation may require, each of whom shall hold office for such period, have such authority, and perform such duties as are provided in these Bylaws or as the Board may from time to time determine. All such appointments shall be subject to approval of the Board of Directors.

### **Section 6.03 – REMOVAL OF OFFICERS**

Without prejudice to any rights of an officer or employee under any contract of employment, any officer or employee may be removed with or without cause by the Board, or, except in the case of any officer chosen by the Board, by any officer on whom the Board may confer that power of removal.

### **Section 6.04 – RESIGNATION OF OFFICERS**

Any officer may resign at any time by giving written notice to the corporation, but without prejudice to the rights, if any, of the corporation under any contract to which the officer is a party. Any such resignation shall take effect at the date of the receipt of such notice or at any later time specified therein and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

### **Section 6.05 – VACANCIES**

A vacancy in any office because of death, resignation, removal, disqualification, termination of membership rights, or any other cause shall be filled in the manner prescribed in these Bylaws for regular election or appointments to such office, provided that such vacancies shall be filled as they occur and not on an annual basis.

### **Section 6.06 – PRESIDENT**

Subject to the control and supervision of the Board, the President shall be the Chief Executive Officer and general manager of the Corporation and shall generally supervise, direct and control the activities and affairs and officers of the Corporation. The President shall preside at all meetings of the Board. The President has the general powers and duties of management usually vested in the office of the president and general manager of a corporation and such other powers and duties as may be prescribed by the Board or these Bylaws. The President shall vote only in case of a tie on any item of action presented to the Board of Directors for a vote. The President may be an ex-officio officer on committees.

### **Section 6.07 – VICE PRESIDENT**

In the absence or disability of the President, the Vice President shall perform all duties of the President and, when so acting, shall have all the powers of, and be subject to all the restrictions upon, the President. The Vice President shall have such other powers and perform such other duties as the Board or these Bylaws may prescribe. When more than one Vice President is appointed, the President shall designate an order of succession to the Presidency. A Vice President shall be a member of the Ways and Means Committee.

### **Section 6.08 – SECRETARY**

The Secretary shall keep or cause to be kept, at the principal office or such other place as the Board may order, a book of minutes of all meetings of the members, the Board, and its committees, with the time and place of holding, whether regular or special, and if special, how authorized, the notice thereof given, the names of those present at the board and committee meetings, the number of members present or represented at members' meetings, and the proceeding thereof. The Secretary shall keep, or cause to be kept, at the principal office in the State of California the original or a copy of the corporation's Articles and Bylaws, as amended to date.

The Secretary shall keep or cause to be kept, at the corporation's principal office or at a place determined by resolution of the Board, a record of the corporation's board members, showing each member's name, address, and class of membership.

The Secretary shall give, or cause to be given, notice of all meetings of members, of the Board and of committees of the Board required by these Bylaws to be given. The Secretary shall keep the corporate seal, if any, in safe custody and shall have such other powers and perform such other duties as the Board or the Bylaws may prescribe.

### **Section 6.09 – TREASURER**

The Treasurer is the chief financial officer of the corporation and shall keep and maintain, or cause to be

kept and maintained, adequate and correct accounts of the properties and business transactions of the corporation, and shall send or cause to be sent to the members of the corporation such financial statements and reports as are by law or these Bylaws required to be sent to them. The books of account shall at all times be open to inspection by any director.

The Treasurer shall deposit or cause to be deposited all monies and other valuables in the name and to the credit of the corporation with such depositories as may be designated by the Board. The Treasurer shall disburse or cause to be disbursed the funds of the corporation as may be ordered by the Board, shall render or cause to be rendered to the President and the directors, whenever they request it, an account of all transactions as Treasurer and of the financial condition of the corporation, and shall have such other powers and perform such other duties as may be prescribed by the Board.

## **Section 6.10 – RACE CHAIRPERSON**

### **6.10.1 – RESPONSIBILITIES**

The Race Chairperson(s) shall preside at all Race Committee meetings and shall insure that the will of the Board is faithfully executed.

The Race Chairperson shall enforce and abide by the adopted Race Rules of SCORA and sign all official documents of SCORA concerning race day procedures.

The Race Chairperson(s), during the sanctioned racing events of this Association, shall have the complete and sole power in any decision making role where racing is concerned, in the interpretation and enforcement of the association's adopted Race Rules, and further, shall possess the power to levy fines in accordance with the Race Rules and in any instance where the reputation of the Association is suffering degradation by a member of the Association.

The Race Chairperson shall be the judge where rule violations or interpretations occur and his or her decision shall be final, unless upon petition, the Race Committee overrules the decision by a majority vote.

### **6.10.2 – RACE COMMITTEE MEMBER APPOINTMENTS**

The Race Chairperson shall appoint a Race Committee of not less than 6 and no more than 8 individuals, subject to the approval by the Board of Directors.

## **ARTICLE VII – COMMITTEES**

### **Section 7.01 – APPOINTMENT**

The Board, by resolution adopted by a majority of the Directors then in office, may create one or more committees, each consisting of two or more Directors and other members as the Board or Committee Chairperson may determine to serve at the pleasure of the Board.

Appointments to committees may be by majority vote of the Directors then in office or by the Committee Chairperson. The Board may appoint one or more Directors as alternate members of any such committee, who may replace an absent committee member at any meeting.

The Board shall select a chairperson for each committee subject to the approval of the Board Members eligible to vote. Committees shall operate under the direction of the Board and in conformance with the purposes of the corporation.

Unless otherwise stated, committee members shall serve one-year terms, but may serve any number of consecutive terms.

## **Section 7.02 – POWERS**

All committees appointed in accordance with section 7.01 and all standing committees set forth in these Bylaws, to the extent provided by these Bylaws and in any resolution of the Board, shall have all of the authority of the Board, except that no committee, regardless of Board resolution, may:

- A. fill vacancies on the Board or in any committee which has the authority of the Board;
- B. establish or fix compensation of the Directors for serving on the Board or on any committee;
- C. amend or repeal Bylaws or adopt new Bylaws;
- D. amend or repeal any resolution of the Board which by its express terms is not so amendable or repealable;
- E. appoint any other committee of the Board or the members of these committees;
- F. approve any contract or transaction to which the corporation is a party and in which one or more of its Directors has a material financial interest and any other self-dealing transaction, as such transactions are defined in Section 5233(a) of the California Nonprofit Public Benefit Corporation Law, except as such approval is provided for in Section 5233(d)(3) of the California Corporations Code;
- G. Approve any action for which the California Nonprofit Public Benefit Corporation Law also requires approval of the members or approval of majority of all members.

## **Section 7.03 – EXECUTIVE COMMITTEE**

7.03.1) The Executive Committee shall consist of all the officers of the Board (or corporation). President Vice President (s), Secretary, Treasurer, Race Chairman and such other persons as may be appointed by the Board of Directors.

7.03.2) The Executive Committee, unless the Board has given specific directions to the contrary, shall have and may exercise, during the intervals between the meetings of the Board, all the powers and authority of the Board in managing the business and affairs of the association in such manner as the Executive Committee may deem best for the interest of the association, except of exclusions in Sec 7.03.3.

7.03.3) no action maybe taken by the Executive Committee with respect to the items in sub section 5.02 Specific Powers (A) through (G)

## **Section 7.04 – RACE COMMITTEE**

The Race Committee shall consist of not less than 6 and no more than 8 individuals recommended by the Race Chairperson(s) and subject to a majority approval of the Board, and shall be presided over by the Race Committee Chairperson(s).

The Race Committee shall preside and officiate at all Association sanctioned races scheduled by the Association and ensure that races are conducted in accordance and compliance with Race Rules, safety policies and all other policies and guidelines adopted by the Association concerning racing.

The Race Committee shall, for the purpose of voting at the annual meeting, timely review and recommend revisions to the SCORA Race Rules consistent with the purposes of this Association as set forth in Article III, Section 3.01 of these Bylaws.

The Race Committee shall, for the purpose of voting at the annual meeting, review and make recommendations to the Board regarding the race schedule, review and make recommendations regarding race event sites and conditions, and shall review and make recommendations regarding race bids received from member clubs desiring to host a race.

The Race Committee shall appoint a Race Committee Secretary who shall be responsible for maintaining and timely updating the Race Rules, preparing meeting minutes, and maintaining and posting race results.

The Race Committee shall appoint a Race Registrar and any registrar assistances as may be needed to manage all registration needs at all scheduled sanctioned races of this Association.

In the absence of the Race Chairperson, an Interim Race Chairperson shall be appointed by the current Race Chairperson or the Executive Committee. The Interim Race Chairperson will be afforded all responsibilities and powers of the Race Chairperson.

### ***Section 7.05 – FINANCE COMMITTEE***

The Finance and Budget Committee shall consist of the Treasurer as Chair and other members of the Board who shall be selected by the Board. The duties of the Finance and Budget Committee shall include, but not be limited to:

- A. Review, evaluate and make recommendations to the Board relating to the current and long term financial status and strategies of the Corporation;
- B. Review and recommend the annual budget to the Board of Directors;
- C. Approve the accounting practices and form for reporting relevant financial information;
- D. Oversee the financial activity of the corporation;
- E. Function as the controller of the Corporation.

### ***Section 7.06 – AUDIT COMMITTEE***

The Audit Committee is appointed by the President. The responsibilities and duties of the Audit Committee shall be as follows:

- A. Monitor the integrity and adequacy of the internal and external audit functions and controls;
- B. Confer with the independent accountants on the scope of their audit and other matters;
- C. Review adherence to applicable regulatory requirements;
- D. Raise issues to the Board of Directors in keeping with the fiduciary responsibilities of the Corporation;
- E. Report to the Board annually or as deemed necessary.

### ***Section 7.07 – WAYS AND MEANS COMMITTEE***

The Ways and Means Committee shall concern itself with the media by which the treasury may be increased. It shall investigate and recommend fundraising projects and shall work in conjunction with the Finance Committee in carrying out its duties.

### ***Section 7.08 – AD HOC COMMITTEES***

The Board, by resolution adopted by a majority of the Directors then in office, may create one or more ad hoc committees to serve at the pleasure of the Board.

Appointments to ad hoc committees of the Board shall be by majority vote of the Directors then in office. In so establishing such a committee, the Board shall state the term of existence of such committee and the committee's goals or purpose and define the committee's limited scope and authority.

Ad hoc committees are limited by the restrictions applicable to all committees as described in Section 7.01 of these Bylaws.

### **Section 7.09 – REPORTS**

The Chair of each committee shall be responsible for submitting a written report to the Board of Directors not less than 2 weeks prior to each regularly scheduled Board meeting. The purpose of the reports is to communicate to the Board, on a regular basis, updates on new, ongoing, and old business that the committee is responsible for as well as items that the Board may request from time to time.

### **Section 7.10 – GENERAL REQUIREMENTS FOR ALL COMMITTEES**

The Board shall have the authority to determine the manner in which proceedings of any committee shall be conducted. In the absence of any such determination, such committee shall have the authority to determine the manner in which to proceed. Meetings and other actions of any committee shall be governed by the provisions of Article V as they relate to meetings and actions of the Board. Minutes shall be kept of each meeting of each committee.

## **ARTICLE VIII – OTHER PROVISIONS**

### **Section 8.01 – RACE RULES**

The Board of Directors shall approve and adopt a set of Race Rules recommended by the Race Committee. These Race Rules shall govern all races sanctioned by this Association.

### **Section 8.02 – REVISIONS AND AMENDMENTS**

The Bylaws may be amended or repealed at the annual meeting of the Board of Directors, where a quorum is present, by a two-thirds (2/3) majority vote of the Board of Directors present at the meeting. The Race Rules may be amended or repealed by a two-thirds (2/3) majority vote of the Board of Directors present at an annual meeting of the Board of Directors where a quorum is present. If the Race Committee determines the need to revise race rules earlier than the next scheduled annual meeting, the Race Committee shall ask the Officers to call a special meeting for that purpose and any such amendment or repeal shall require a two-thirds (2/3) vote of the Board of Directors present at such special meeting where a quorum is present.

The Corporate Secretary shall provide copies of all approved amendments to the Bylaws and race rules to each Member Club Director within 2 weeks of the meeting on which said amendments were voted, or upon such other date that the Board decides.

### **Section 8.03 – CONDUCT AND DISCIPLINE**

The personal conduct of members of clubs belonging to this organization shall be above reproach at all times. Any such person who by his personal conduct shall directly reflect upon or discredit or harm this organization shall be subject to appropriate action as may be deemed necessary by this organization and/or pursuant to Section 4.04 of these Bylaws.



A. AntiDiscrimination: SCORA is an "equal opportunity" association. SCORA will not discriminate and will take "affirmative action" measures to ensure against discrimination in appointments and elections of all Directors and/or Officers and/or Volunteers on the basis of race, creed, color, national origin, sex, or sexual orientation.

B. AntiHarassment: SCORA is committed in all areas to providing an environment that is free from harassment. Harassment based upon an individual's sex, sexual orientation, race, ethnicity, national origin, age, religion or any other legally protected characteristics will not be tolerated. All Members, including Directors and/or Officers, Committee Chairs, Volunteers, Coaches and Paddlers are expected and required to abide by this policy. No person will be adversely affected in service with SCORA as a result of bringing complaints of unlawful harassment.

#### **Section 8.04 – INSPECTION OF CORPORATE RECORDS**

Subject to Sections 6330, 6331, and 6332 of the California Nonprofit Public Benefit Corporation Law, a board member may do either or both of the following for a purpose reasonably related to the member's interest as a member:

- A. Inspect and copy the record of all board members' names, addresses, and voting rights, at a reasonable time, upon five business days' prior written demand upon the corporation, which demand shall state the purpose for which the inspection rights are requested; or
- B. Obtain from the Secretary of the corporation, upon written demand and tender of a reasonable charge, a list of the names, addresses, and voting/rights of the those members entitled to vote for the election of directors, as of the most recent record date for which it has been compiled or as of a date specified by the member subsequent to the date of demand. The demand shall state the purpose for which the list is requested.

The corporation may, within ten (10) business days after receiving a demand, as set forth above in paragraph A or B of this Section, deliver to the person(s) making the demand a written offer of an alternative method of achieving the purpose identified in said demand without providing access to or a copy of the membership list. Any alternative method that reasonably and in a timely manner accomplishes the proper purpose set forth in a demand will be deemed a reasonable alternative, unless the corporation fails to affect that alternative method within a reasonable time after acceptance of the offer. Any rejection of the corporation's offer shall be in writing and shall indicate the reasons the alternative proposed by the corporation does not meet the proper purpose of the demand made pursuant to paragraph A or B of this Section.

If the corporation reasonably believes that the information will be used for a purpose other than one reasonably related to a person's interest as a member, or if it provides a reasonable alternative under this Section, it may deny the member access to the membership list.

#### **Section 8.05 – ACCOUNTING RECORDS AND MINUTES**

On written demand on the corporation, any board member may inspect copy and make extracts of the accounting books and records and the minutes of the proceedings of the members, the board, and committees of the board at any reasonable time for a purpose reasonably related to the member's interest as a member.

#### **Section 8.06 – INSPECTION OF ARTICLES AND BYLAWS**

The corporation shall keep in its principal office in the State of California the original or a copy of its Articles and of these Bylaws as amended to date, which shall be open to inspection by the board members at all reasonable times during office hours. If the corporation has no office in the State of California, it shall upon the written request of any member furnish to that board member a copy of the Articles or Bylaws as amended to date.

### **Section 8.07 – ENDORSEMENT OF DOCUMENTS; CONTRACTS**

Subject to the provisions of applicable law, any note, mortgage, evidence of indebtedness, contract, conveyance, or other instrument in writing and any assignment or endorsement thereof executed or entered into between the corporation and any other person, when signed by the President or any Vice President, and the Secretary, and Assistant Secretary, the Treasurer or any Assistant Treasurer of the corporation shall be valid and binding on the corporation in the absence of actual knowledge on the part of the other person that the signing officers had no authority to execute the same.

Any such instruments may be signed by any other person or persons and in such manner as from time to time shall be determined by the Board, and, unless so authorized by the Board, no officer, agent, or employee shall have any power or authority to bind the corporation by any contract or engagement or to pledge its credit or to render it liable for any purpose or amount.

#### **8.07.1 Parliamentary Authority**

We shall use the rules contained in the current edition of Roberts Rules of Order Newly Revised to govern our association in all uses to which they are applicable and in which they are not inconsistent with the bylaws of our association and any special rules of order of our association may adopt.

**8.07.2** The use of a parliamentarian and or a Sargent of arms, for procedural action shall be adhered to at all meetings of general, special, annual orders of the association.

## **ARTICLE IX – INDEMNIFICATION**

### **Section 9.01 – DEFINITIONS**

For the purpose of this Article IX , "agent" means any person who is or was a director, officer, employee, or other agent of the corporation, or is or was serving at the request of the corporation as a director, officer, employee, or agent of another foreign or domestic corporation, partnership, joint venture, trust, or other enterprise, or was a director, officer, employee, or agent of a foreign or domestic corporation which was a predecessor corporation of the corporation or of another enterprise at the request of that predecessor corporation; "proceeding" means any threatened, pending, or completed action or proceeding, whether civil, criminal, administrative, or investigative; and "expenses" includes without limitation attorneys' fees and any expenses of establishing a right to indemnification under provisions of Article IX of these Bylaws.

### **Section 9.02 – INDEMNIFICATION IN ACTIONS BY THIRD PARTIES**

The corporation shall have power to indemnify any person who was or is a party or is threatened to be made a party to an y proceeding (other than an action by or in the right of the corporation to procure a judgment in its favor, an action brought under Section 5233 of the California Nonprofit Public Benefit Corporation Law, or an action brought by the Attorney General or a person granted relator status by the Attorney General for any breach of duty relating to assets held in charitable trust) by reason of the fact that that person is or was an agent of the corporation, against expenses, judgment, fines, settlements, and other amounts actually and reasonably incurred in connection with such proceeding if the person acted in good faith and in a manner

the person reasonably believed to be in the best interests of the corporation and, in the case of a criminal proceeding, had no reasonable cause to believe the conduct of such person was unlawful .

The termination of any proceeding by judgment, order, settlement, conviction, or upon a plea of nolo contendere or its equivalent shall not, of itself, create a presumption that the person did not act in good faith and in a manner which the person reasonably believed to be in the best interests of the corporation or that the person had reasonable cause to believe that the person's conduct was unlawful.

### **Section 9.03 – INDEMNIFICATION IN ACTIONS BY OR IN THE RIGHT OF THE CORPORATION**

The corporation shall have the power to indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending, or completed action by or in the right of the corporation, or brought under Section 5233 of the California Nonprofit Public Benefit Corporation Law or brought by the Attorney General or a person granted relator status by the Attorney General for breach of duty relating to assets held in charitable trust, to procure a judgment in its favor by reason of the fact that that person is or was an agent of the corporation, against expenses actually and reasonable incurred by such person in connection with the defense or settlement of such action if the person acted in good faith, in a manner the person believed to be in the best interests of the corporation and with such care including reasonable inquiry, as an ordinary prudent person in a like position would use under similar circumstances.

No indemnification shall be made under this Section 9.03:

- A. In respect of any claim, issue, or matter as to which the person shall have been adjudged to be liable to the corporation in the performance of the person's duty to the corporation in the performance of the person's duty to the corporation, unless and only to the extent that the court in which such proceeding is or was pending shall determine upon application that, in view of all the circumstances of the case, the person is fairly and reasonably entitled to indemnify for the expenses which the court shall determine;
- B. Of amounts paid in settling or otherwise disposing of a threatened or pending action, with or without court approval; or
- C. Of expenses incurred in defending a threatened or pending action that is settled or otherwise disposed of without court approval, unless the action concerns assets held in charitable trust and is settled with the approval of the Attorney General.

### **Section 9.04 – INDEMNIFICATION AGAINST EXPENSES**

To the extent that an agent of the corporation has been successful on the merits in defense of any proceeding referred to in Section 9.02 or 9.03 of Article IX of these Bylaws or in defense of any claim, issue, or matter therein, the agent shall be indemnified against expenses actually and reasonable incurred by the agent in connection therewith.

### **Section 9.05 – REQUIRED DETERMINATIONS**

Except as provided in Section 9.04 of this Article IX, any indemnification under this Article VIII shall be made by the corporation only if authorized in the specific case, upon a determination that indemnification of the agent is proper in the circumstances because the agent has met the applicable standard of conduct set forth in Section 9.02 or 9.03 of this Article IX, by:

- A. A majority vote of a quorum consisting of directors who are not parties to the proceeding;
- B. Approval of the members, with the persons to be indemnified not being entitled to vote thereon; or,

- C. The court in which the proceeding is or was pending upon application made by the corporation or the agent or the attorney or other person rendering services in connection with the defense, whether or not the application by the agent, attorney, or other person is opposed by the corporation.

### **Section 9.06 – ADVANCE OF EXPENSES**

Expenses incurred in defending any proceeding may be advanced by the corporation before the final disposition of the proceeding upon receipt of an undertaking by or on behalf of the agent to repay the amount advanced unless it shall be determined ultimately that the agent is entitled to be indemnified as authorized in Article IX.

### **Section 9.07 – OTHER INDEMNIFICATION**

No provision made by the corporation to indemnify its or its subsidiary's directors or officers for the defense of any proceeding, whether contained in the Articles, Bylaws, a resolution of members or directors, an agreement, or otherwise, shall be valid unless consistent with this Article IX. Nothing contained in this Article IX shall affect any right to indemnification to which persons other than those directors and officers may be entitled by contract or otherwise.

### **Section 9.08 – FORMS OF INDEMNIFICATION NOT PERMITTED**

No indemnification or advance shall be made under this Article IX, except as provided in Section 9.04 or Section 9.05C in any circumstances in which it appears:

- A. That it would be inconsistent with a provision of the Articles, these Bylaws, a resolution of the members, or an agreement in effect at the time of the accrual of the alleged cause of action asserted in the proceeding in which the expenses were incurred or other amounts were paid, which prohibits or otherwise limits indemnification; or
- B. That it would be inconsistent with any condition expressly imposed by a court in approving a settlement.

### **Section 9.09 – INSURANCE**

The corporation shall have power to purchase and maintain insurance on behalf of any agent of the corporation against any liability asserted against or incurred by the agent in that capacity or arising out of the agent's status as such whether or not the corporation would have the power to indemnify the agent against that liability under the provisions of this Article VIII.

## **ARTICLE X – FISCAL YEAR**

The fiscal year of this corporation shall begin on January 1 and end on December 31.

## **APPENDIX “A” – SCORA Application for Membership**

### **Club and Contact Information**

Club Name:

Mailing Address:

Email address:

Phone Number:

SCORA Point of Contact:

Email address:

Phone Number:

### **Required Documents**

Please send one email with this document as well as all of the following in pdf form.

Send to the president and secretary for SCORA.

1. Applicant Club’s current bylaws
2. List of current officers, including contact information (name, phone number, email) for each.
3. List of current board members, including contact information (name, phone number, email) for each.
4. List of current coaches, including a document providing evidence of the coaching experience of all coaches and contact information (name, phone number, email) for each.
5. Club Goals
6. Recommendation for Membership letters APPROVED by three good standing association member clubs' Board of Directors and approved by the SCORA club BOD.
7. Description of any formal affiliations with other entities. Include contracts and agreements.
8. A document providing evidence of a training site and permits for the site.
9. Description of all insurance needs including all entities requiring Certificates of Insurance. This includes venues, practice sites and all events the club is involved in or is planning to participate in.
10. Description of current and planned insurance coverages including (MGL, hull, and D&O)
11. A document showing you have acquired the following equipment
  - Canoe (list the owners of each canoe)
  - Trailer for hauling canoe
  - Spray cover for each racing canoe
  - Towline for each racing canoe
  - Paddles (how many?)
  - Personal Flotation Devices (PFD’s) (how many?)
  - Uniforms

### **If admitted to the association be prepared for the following:**

1. Provide list of CPR certified members
2. The names of volunteers for race set up and take down at your regions races.
3. SCORA director and/or alternate must attend all off season meetings. 3 to 4 Saturdays/Sundays from October to March.
4. Two (or more) representatives, preferably coaches or practice leaders, must attend the coaches and risk management clinic in the spring.
5. You will receive a copy or a link to the Race Rules, Bylaws, Mission Statement, Handbooks, Manuals, Policies
6. Pay all associated fees of being a member of the association