

Rocky Mountain Ramblers Association
Operating Procedures
Revised January 22, 2026

1. Coordinators Council

- The Coordinators Council shall consist of the Coordinators, and the Trips Directors is the Chair of the Council.
- Coordinators and Probationary Coordinators shall be appointed by a vote of three quarters (3/4) approval of the Coordinators present at a meeting or voting electronically. Prior to nomination as a Coordinator, a person must have been a Probationary Coordinator for a period of a year. Coordinators and Probationary Coordinators may resign by giving notice to the Chair. The Executive Committee may remove inactive or incompetent Coordinators or Probationary Coordinators from their positions on the recommendation of the Coordinators Council.
- Meetings shall be called by the Trips Director at least once yearly and shall require five days notice. Quorum shall be one fifth (1/5) of the coordinators who have taken out trips in the past fiscal year. Business shall be transacted upon majority vote, and shall be subject to approval by the Executive Committee.
- Coordinators and Probationary Coordinators may organize Association trips, subject to the direction of the Coordinators Council. Each person on a trip participates at their own risk and is responsible for their own safety and well being, and no liability rests upon the Association or any Coordinator or any person due to any negligence.
- All Association trips require registration by all participants.
- In the event of prolonged absence of the Trips Director, either the Trips Director or the Coordinators Council shall appoint an acting Trips Director who shall assume all duties of the Trips Director during the absence of the Trips Director. In the event of the resignation of the Trips Director, the Coordinators Council shall appoint a successor for the duration of the term of office.

2. Political Engagement

Political Engagement is any activity that expresses an opinion on an actual or contemplated governmental policy at any level. The Executive Committee and members of the Association shall not engage in political activities on behalf of the Association unless prior approval has been obtained through the following procedure:

- a. A brief outlining the political position, statements, expressed viewpoints, and contemplated actions to be taken by the Association is presented to the President after:

- i. A motion carried by the Executive Committee by 3/4 majority; or
 - ii. Being signed by at least seven (7) members.
- b. Depending on the nature of the matter, the Executive will decide within 15 days whether a meeting open to all members will be held to discuss and vote upon the matter, or whether an electronic vote by members is sufficient without a meeting.
- c. The brief shall be posted on the website and members shall be notified of the date and time when the brief shall be voted on by the Membership. The vote shall be no earlier than 3 weeks after the notification.
- d. If a meeting is held to discuss the brief, the brief may be amended at this time through motions. Minutes shall be taken by the Secretary.
- e. When the vote is held, two-thirds (2/3) majority of those voting applies. If approved, the Executive Committee shall implement the actions specified in the brief.

3. Large Expenditures

If the Executive Committee wishes to spend a sum of money which exceeds twenty percent (20%) of the membership income of the last fiscal year for a capital expenditure, the Executive Committee must secure a majority approval from the membership present at any meeting of the Club or through an electronic vote, after having given at least two weeks notice to each member of such expenditure, and when and how the vote of approval will occur.

4. Membership Categories

- Single membership for any individual over 18 years of age.
- Individuals joining after September 1 will pay the standard membership fee to become a RMRA member, and their membership will carry them through to the end of the following membership year.
- Present life member of the organization.
- An honorary membership, valid for the current membership year, or an honorary life membership, valid for the life of the member, may be granted to any person upon recommendation by the Executive Committee.

5. Meetings

Robert's Rules of Order apply at general meetings.

Meetings of the association may be held in person or online.

6. Executive Committee Elections and Appointments

- A returning officer, independent of the nominees, shall be appointed by the Executive before the Annual General Meeting.
- All results of the election shall be announced at the meeting by the returning officer.

- The Executive Committee may appoint a nominating sub-committee before the Annual General Meeting to accept nominations for the positions on the Executive Committee.
- One member of the Executive Committee shall be the Trips Director, who is appointed by the Coordinators Council.
- The Past President shall be a member of the Executive Committee.