

**STANDARD OPERATING PROCEDURE (SOP)
SUPPLEMENT TO THE BY-LAWS OF THE
NEW MEXICO 4-WHEELERS, INC.**

(Last update: ~~July 15, 2019~~August 8, 2023)

ARTICLE 1. DUES

- A. Voting membership dues shall be \$45.00 per year and shall entitle all family members of a household who are eighteen (18) years of age or older to vote and hold office. Dues for new members shall be prorated \$3.75 per month for each month or portion of a month remaining in the fiscal year ending July 31st. Dues shall be delinquent on the first day of September, and all rights and privileges of membership will end.
- B. Associate membership shall be \$22.50 per year for an individual or family, prorated for new members \$1.87 per month for each month or portion of a month remaining in the fiscal year ending July 31st.
- C. Proration of dues. Based upon the month in which membership the in club is approved, prorate the payment of dues according to the following schedule.

	Voting Membership	Associate Membership
August	\$45.00	\$22.50
September	\$41.25	\$20.63
October	\$37.50	\$18.75
November	\$33.75	\$16.88
December	\$30.00	\$15.00
January	\$26.25	\$13.13
February	\$22.50	\$11.25
March	\$18.75	\$9.37
April	\$15.00	\$7.50
May	\$11.25	\$5.75
June	\$7.50	\$3.75
July	\$3.75	\$1.87

- D. There are no dues for Honorary Members.
- E. There is no dues structure for Sustaining Members.

ARTICLE II. MEMBERSHIP POLICY

A. Prospective Voting Members shall attend three (3) meetings and two (2) trips or a combination of meetings and trips totaling five (5) points as determined by a majority vote of the Members. Prospective Voting Members must make written application for membership and must be approved by a majority of Members present at any meeting. Eligibility for Voting membership shall not be restricted by distance.

B. ~~Prospective Associate Members must obtain sponsorship from an existing club member and must be approved by a majority of Members present at any meeting.~~ Eligibility for Associate membership is determined by distance ~~alone~~, which shall be defined as a minimum of a fifty (50) mile radius from the I-25/I-40 interchange in Albuquerque, New Mexico. ~~Eligibility for Voting membership shall not be restricted by distance.~~

A-C. Points shall be awarded as follows:

- Attendance at a club meeting 1 point
- Attendance at a club-sponsored day trip 1 point
- Attendance at a club-sponsored overnight trip 3 points
- Hosting a meeting 1 point
- Leading a trip 1 point
- Helping in a special event 1 point
- Sponsoring a new member 1 point
- Organizing an event 3 points

B-D. Bonus points, not to exceed 1 point per occurrence, may be awarded by vote of the members for volunteer work not otherwise addressed.

C-E. Accumulation of points will be based on the fiscal year.

D-F. Points will be awarded on a family unit basis.

E. A record of points accrued will be maintained by the Vice-President. Two awards will be given to club members at the end of the fiscal year. First, a \$100.00 prize will be awarded to the family unity accumulating the most participation points for the year. Participation points will be earned by attending meetings, runs and special events. Second, a dues discount of \$10 will be awarded to members who have led 4 or more trail runs during the year. In case of a points tie for the most participation points, the prize money shall be equally divided between the tying family unity's.

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ARTICLE III. DUTIES OF OFFICERS

A. The **President** shall preside at all meetings, carry out the policies and decisions