

NATIONAL SKI PATROL  
WESTERN NEW YORK REGION  
BY-LAWS

November 16, 2023

1. PREAMBLE AND PURPOSE

- 1.1 The Western New York Region of the National Ski Patrol (NSP) shall operate pursuant to and in accordance with the provisions of the NSP Congressional Charter, the Certificate of Incorporation and By-Laws of the NSP, the NSP Ski Patrollers Manual, the By-Laws of the Eastern Division of the NSP and the provisions of these By-Laws.
- 1.2 The purpose of these By-Laws is to establish procedures for the governance and operation of the Western New York Region. Nothing contained herein shall be inconsistent with the aforesaid governing documents, which shall control in case of conflict with these By-Laws.

2. OFFICERS - ELIGIBILITY AND REQUIREMENTS FOR OFFICE

- 2.1 The Eligibility requirements for election to and the holding of offices in the Western New York Region shall be the requirements for such offices established by and provided for in the NSP Eastern Division By-Laws as are in effect at the time any election for such offices is to be conducted.
- 2.2 No patroller registered in the Western New York Region shall simultaneously hold more than one elective office within the NSP, unless circumstances warrant otherwise.

3. TERMS OF OFFICE

- 3.1 The terms of office for Regional Director and Regional Representatives shall be two (2) years. Terms will be staggered so that Regional Representatives' terms begin in odd-numbered years and the Regional Director's term begins in even-numbered years. The Regional Director's term of office shall begin on the date specified in the Eastern Division By-Laws. The Regional Representatives' terms of office shall begin on April 01.
- 3.2 Regional Representatives and the Regional Director shall serve a maximum of three consecutive full terms. Partial terms served to fill a vacancy shall not be counted against this term limit.

4. ELECTIONS

4.1 Method Of Election

- a. The method of election of the Regional Director and Regional Representatives shall be by secret written and/or secure electronic ballot. All ballots shall include provisions both for write-in votes and for abstentions. Write-in votes for a candidate who does not meet the qualifications for that office shall not be counted and cannot be re-voted.

- b. Any active patroller whose primary registration is with a patrol in the Western New York Region may nominate a qualified candidate for office. Any qualified active patroller in good standing whose primary registration is with a patrol in the Western New York Region may announce their own candidacy.
- c. The Chairperson of the Election Committee shall confirm the qualifications of each candidate and obtain a written or email acceptance or refusal of the nomination. The candidate's acceptance of the nomination, accompanied by their resume and platform statement must be received by the Election Chairperson no less than 21 days prior to the date of the election.
- d. Candidates for elected offices may use up to one page on the region web site for campaigning.

#### 4.2 Regional Director Elections

The Regional Director shall be elected by a vote of all active patrollers whose primary NSP registration is with a patrol in the Western New York Region as well as those registered alumni patrollers in good standing (dues current). The election procedure for Regional Director shall be in accordance with the Eastern Division By-Laws. The details of the election procedure shall be specified, and the voting shall be overseen, by an Election Committee appointed by the Regional Director. This committee shall be composed of at least three (3) active patrollers who are not candidates for office in that election, and whose primary NSP registration is with a patrol in the Western New York Region. The election procedure shall ensure that all patrollers have an opportunity to vote, and that no patroller can cast more than one vote.

- a. Within thirty (30) days of taking office, the Regional Director Shall appoint an Alternate Regional Director. The appointee must meet all requirements for Regional Director as specified in the Division and/or National By-Laws.

#### 4.3 Regional Representative Elections

The Regional Representatives shall be elected by a mail (U.S. Postal Service or email) ballot vote conducted by the Election Committee. The eligible voters shall be the Patrol Representatives in the Western New York Region. If more than one Regional Representative office is to be filled in a single election, each eligible voter shall be entitled to cast one vote for each office to be filled. However, no voter may cast more than one vote for any one candidate. If one or more of the candidates for Regional Representative is entitled to a vote, then each candidate who is not entitled to a vote shall have one vote tallied for him/her in addition to the valid votes cast by the eligible voters.

- a. The Election Committee shall be made up of three or more active patrollers who are not candidates for office in that election, and whose primary registration is with a patrol in the Western New York Region. This committee shall be appointed by the Regional Director no later than January 15th of each year in which a Regional Representative election is to be held.

- b. The Election Committee, at least 35 days prior to the date of the election, shall notify all Patrol Representatives of the election schedule and shall solicit qualified nominees for all offices due for election.
- c. The First Monday in March shall be the Date of the Election for Regional Representatives; the day on which the ballots, along with the candidates' resumes and platform statements, are mailed to the electorate.
- d. The Date of Election plus 14 days shall be the postmark/email deadline for return of ballots to the Election Committee Chairperson. On the Date of Election plus 21 days, the ballots shall be counted and the results announced.
- e. If there are more candidates for Regional Representative than there are offices to be filled, the candidates receiving the largest number of votes cast by those qualified to vote shall be declared the winners. If this procedure results in a tie, the Regional Director shall cast the deciding vote(s).
- f. The Chairperson of the Election Committee shall maintain a record of all written documents, including the notice of election and schedule, statements of acceptance or refusal, resumes, platforms, and ballots until the election results are certified by the Regional Director.
- g. The Chairperson of the Election Committee shall file a report with the Regional Director, or designee, within seven (7) days after the ballots are counted. The report shall specify the conduct of the election, including the number of nominees, acceptances and declinations, number of votes cast and total for each candidate.

#### 4.4 Grievances

Any candidate who feels aggrieved has the right to appeal by filing a written statement with the Regional Director and ultimately the Division Director. In the case of a Regional Director election, the appeal is directly to the Division Director. All parties involved shall be notified of the appeal.

### 5. VACANCIES

#### 5.1 Regional Director

If, for any reason, the office of Regional Director becomes vacant, the Alternate Regional Director shall become Regional Director and the Election Committee shall schedule and carry out a Regional Director election at the next fall OEC refreshers.

#### 5.2 Alternate Regional Director

If, for any reason, the office of Alternate Regional Director becomes vacant, the Regional Director shall appoint a new Alternate Regional Director within 30 days of notification of the vacancy.

#### 5.3 Regional Representative

If, for any reason, an office of Regional Representative becomes vacant, the Regional Director shall appoint a replacement and the Election Committee shall

conduct a Regional Representative election for that office within three (3) months' time using the procedure as stated in paragraph 4.3 with the exception of the March date.

## 6. ASSISTANT OFFICERS

Any officer may appoint such assistants, advisors, and committees as he or she deems necessary to properly fulfill the duties and responsibilities of his/her office. All appointees shall serve at the pleasure of the appointing officer and their term of office shall be concurrent with that of the appointing officer.

## 7. MEETINGS

7.1 Regional meetings shall be open to all patrollers in the region.

7.2 Regional meetings shall be chaired by the Regional Director or his/her designee and conducted according to "Robert's Rules of Order". The Regional Secretary shall retain a copy of "Robert's Rules of Order" and shall act as parliamentarian.

7.3 Voting is restricted to Patrol Representatives (or an Assistant Patrol Representative in the Patrol Representative's absence), Regional Representatives and the Regional Director.

7.4 Each of the above voting members may designate a proxy. Each proxy must be a patroller whose primary registration is in the Western New York Region, and must provide written or email authorization by the voting member he/she represents. No proxy may represent more than one voting member.

7.5 A quorum shall consist of a majority of the voting officers or their proxies.

## 8. BUDGET

8.1 The fiscal year shall be the same as that of the Eastern Division, currently July 1 through June 30.

8.2 The Region shall hold a meeting each June, at a time and location selected by the Regional Director, for the purpose of approving the Region Budget. The meeting date, time, and location shall be communicated to all voting officers at least thirty (30) days prior to said meeting. A proposed budget shall be provided to all voting members at least seven (7) days prior to said meeting.

## 9. AMMENDMENTS

Proposed amendments to these By-Laws shall be submitted in writing to the Regional Director not less than forty-five (45) days prior to the meeting at which they will be acted upon. They shall be distributed to the voting officers not less than thirty (30) days prior to said meeting. The affirmative vote of two-thirds of those present and eligible to vote shall be required to adopt any amendment.

## 10. DISBURSEMENT OF FUNDS UPON DISSOLUTION

Upon termination of the functions of the Western New York Region for any reason whatever, all funds or other property belonging to this Region, after payment of the

debts and obligations of the Region, shall be transferred and paid over to the Eastern Division of the National organization known as the National Ski Patrol.

Adopted	12/89
Amended	9/90
Amended	9/01
Amended	11/03
Amended	11/04
Amended	11/16/23