**BYLAWS of the LOS ALAMOS MOUNTAINEERS**

# NAME

This organization shall be called the Los Alamos Mountaineers, and hereafter is referred to as LAM.

# PURPOSE

The purpose of LAM shall be to teach and promote the safe practice and enjoyment of mountaineering, rock climbing, and other outdoor activities. LAM shall facilitate the organization of outdoor activities and trips for the membership, and provide a forum at monthly meetings for sharing outdoor experiences and adventures.

# MEMBERS

Any person may become a MEMBER of LAM by application, payment of dues, and acceptance of the waiver of liability. LAM membership is subject to the approval of the Los Alamos Mountaineers BOARD. Ten MEMBERS or one-half of the current membership, whichever is less, shall constitute a quorum for LAM business unless otherwise noted in the bylaws.

# OFFICERS and BOARD

The detailed roles and responsibilities of the elected OFFICERS and other BOARD members shall be maintained in a separate document, approved annually by the current BOARD, and posted on the LAM web-site.

## ELECTED OFFICERS

1. The PRESIDENT shall be the chief executive officer of LAM. The year after their term is complete, they serve as the PAST PRESIDENT.
	* 1. If the PRESIDENT is re-elected for additional consecutive terms, the duties of PAST PRESIDENT stay with the most recent PAST PRESIDENT. If that person is unable to serve, the elected OFFICERS may, by unanimous vote, designate another recent PAST PRESIDENT to serve in that role.
2. The VICE PRESIDENT shall preside in the absence of the PRESIDENT and shall succeed to the presidency upon the resignation or removal of the PRESIDENT.
3. The SECRETARY shall keep records of BOARD activities and LAM elections and votes, and shall maintain custody of the originals of the LAM Bylaws.
4. The TREASURER shall have custody of the moneys of LAM and shall keep an appropriate book of account.
5. The EQUIPMENT MANAGER shall maintain an inventory of all LAM equipment and be responsible for access to the equipment cage. The equipment shall be stored in the cage, and the EQUIPMENT MANAGER shall be available to trip leaders for gear pickup for trips.  The EQUIPMENT MANAGER is responsible for all communication with the county regarding the use of the cage.  The EQUIPMENT MANAGER shall alert trip leaders if gear is deteriorating and will be taken out of service so that trip leaders may petition the board to purchase replacement gear.
6. The PROGRAM CHAIR shall organize and announce monthly programs.
7. The TRIP COORDINATOR shall solicit, approve, and announce LAM trips.
8. The MEMBERSHIP CHAIR shall maintain the membership database and recruit new members.

## BOARD MEMBERS

The elected OFFICERS, including the PAST PRESIDENT, form a governance BOARD for LAM. The BOARD shall be responsible for establishing policy, and providing governance for LAM, and shall facilitate the organization of LAM activities. The governance BOARD may appoint up to 3 additional voting MEMBERS to the BOARD by unanimous vote. The BOARD shall meet monthly prior to the general meeting. The BOARD shall establish the policies required for the governance of LAM and shall make the decisions assigned to the BOARD by this document. Half or more of the elected OFFICERS present at a BOARD meeting constitutes a quorum for the conduct of BOARD business.

# ELECTIONS

LAM shall hold an election each year to elect MEMBERS to the BOARD positions of PRESIDENT, VICE PRESIDENT, SECRETARY, TREASURER, EQUIPMENT MANAGER, PROGRAM CHAIR, TRIP COORDINATOR, and MEMBERSHIP CHAIR. The newly elected OFFICERS shall begin their terms upon election, and shall serve for one year, or until their successors are duly elected. These OFFICERS may serve multiple terms if so elected. Vacancies during the year shall be filled by a similar special election, conducted in the same manner as the yearly election.

## NOMINATION of OFFICERS

The current BOARD shall appoint a Nominating Committee of three MEMBERS, no more than one of whom is a member of the BOARD, before September 15. The Nominating Committee shall contact selected MEMBERS to determine their willingness to serve and shall submit recommendations for LAM OFFICERS at the October general meeting. Additional nominations may be made from the floor at this meeting.

## ELECTION of OFFICERS

If a quorum of MEMBERS is present at the November meeting, the election shall be held. For each office, the nominee receiving the largest number of votes shall be elected.

1. In the event of a tie vote, a run-off vote shall be held. A further tie shall be decided by the current PRESIDENT.

## REMOVAL of OFFICERS

Any member of the BOARD may be removed by a three-quarter vote of all LAM MEMBERS.

# FINANCES

LAM shall function as a non-profit organization. No person, by virtue of membership, nor of tenure of office in LAM, shall become liable for any of the LAM’s debts or expenses.

## MEMBERSHIP DUES

Dues to cover general LAM expenses shall be determined by the BOARD and are approved by a majority vote of the BOARD. In the case of dissolution, LAM is not obliged to refund dues.

## GENERAL SPENDING

General spending policies shall be established by the BOARD and communicated to the membership.

## ACTIVITY COSTS

1. Students participating in classes taught under the auspices of LAM may be charged a fee, approved by the BOARD, to cover class expenses. Any residue from these fees shall revert to LAM's general fund.
2. Trips shall be operated on a shared cost basis among and agreed to by the participants.

## ANNUAL FINANCIAL REVIEW

At or before the January general meeting, the PRESIDENT shall appoint a financial review committee consisting of three MEMBERS, not OFFICERS, of LAM. This committee shall review LAM's books for the previous calendar year to determine the appropriateness of the expenditures and shall review LAM's bank statements to check the existence of the monetary balance. This committee shall report their findings to the LAM membership at the next membership meeting following completion of the review.

## DISSOLUTION of the LOS ALAMOS MOUNTAINEERS

If LAM is dissolved as an organization, the BOARD at the time shall disperse all the remaining LAM funds and equipment in a manner that best adheres to the spirit of LAM’s purpose.

# MEETINGS

Meetings shall be held monthly unless otherwise decided by the BOARD. Notices of meetings shall be emailed to all MEMBERS and posted on the LAM website at least three days prior to the meeting.

# TRIP GUIDELINES

## GENERAL

1. All trip participants shall be made aware of these guidelines before participating in LAM activities
2. These guidelines shall be posted on the LAM web-site and distributed to every LAM MEMBER at least once a year.
3. A presentation shall be made at least once a year in a regular meeting that addresses the topic of safety in LAM activities, and informs those attending of these guidelines.
4. All LAM trips shall be undertaken in a conservative spirit. The objective will be abandoned if circumstances suggest that there is a significant danger of accident.
5. All participants shall be responsible for their own actions and safety during LAM activities, regardless of the level of experience of the participant or the nature of the activity. This responsibility includes evaluation of partners being relied on during the activity.
6. Participants must obtain prior permission of the trip leader for each trip.
7. Non-members may participate in LAM single day activities at the discretion of the leader. Overnight trips require that participants are LAM MEMBERS.
8. Trip participants shall not undertake private activities that interfere with the goals or are detrimental to the safety of the trip.
9. All persons under eighteen years of age must be sponsored and accompanied by a responsible adult other than the leader.
10. No person shall be permitted to participate in a LAM trip unless that person has on file with LAM a duly signed waiver of responsibility indemnifying LAM, its MEMBERS, and OFFICERS, from any claims that might result from injury, death, or loss of property which that person might suffer while participating in the activity. If the person is under eighteen years of age, the waiver must be signed by a parent or guardian.

## TRIP LEADER

1. Trip leaders must be LAM MEMBERS. Any LAM member may organize and lead a LAM trip. LAM does not train or certify trip leaders.
2. The leader shall have authority as to the composition of the party.
3. The leader shall be familiar with the objective, degree of difficulty, the route, and weather conditions and forecasts, and shall share that information with the trip participants. For exploratory trips, the leader shall research
4. the expected terrain and conditions, as well as possible extremes of terrain and conditions that could impact the safety of the trip, and shall share that information with trip participants. For technical activities, all participants shall be made aware of the potential difficulty for the chosen route.
5. The leader shall prepare a brief description of the objective and planned route.
6. The leader or the designated alternate shall account for all participants before returning home.
7. Every party shall carry such emergency, survival, and first aid equipment as the leader considers necessary.
8. All trips shall be conducted with due consideration for the desires, interests, and opinions of those participating. The leader shall be the final authority on matters of route, safety, and other decisions of a similar nature. However, should a majority of the party wish to abandon the objective, the leader shall concur.
9. The trip leader shall reserve any necessary LAM owned equipment for the trip in advance with the EQUIPMENT MANAGER to ensure the equipment is available at the time of the trip.

## TRIP PARTICIPANTS

1. Each person shall be acquainted with the nature of the trip and shall verify to their own satisfaction that it is within their capabilities and experience. In particular, each person shall ascertain the ratings of technical climbs and assure themselves that they can climb at the rated levels.
2. Each person shall provide themself with the necessary equipment, food, and clothing as recommended by the leader. On some trips, LAM equipment may be available for use.
3. Each person shall accept the temporary authority of the leader and cooperate with the leader and other participants to make the trip safe and enjoyable.
4. The party shall remain together as a single unit unless it is formally decided to subdivide it. In the latter case, the leader shall appoint a sub-leader for each sub-party who is capable of leading the sub-party according to these guidelines, and who freely accepts these responsibilities. The composition of each sub-party and its intentions, route, destination, and estimated times of arrival shall be clearly understood by all concerned. The trip leader shall be responsible for verifying the return of all sub-parties.
5. On technical trips including inexperienced participants, a gear leader shall be designated for any LAM gear. No person shall be designated a gear leader unless they have previously used the gear and are competent in its use.

## COMPLIANCE

All participants are expected to conform to the spirit of these regulations in the interests of safe outdoor activities. Willful violation shall be cause for expulsion from LAM by the BOARD.

# AMENDMENTS

Amendments to these bylaws may be proposed by any member at any meeting. Upon approval by a majority of those present at the meeting, proposed amendments shall be posted on the LAM web site and emailed or mailed to all MEMBERS. The amended bylaws shall become effective upon approval of two-thirds of those MEMBERS voting at the next regular meeting.