



# **BYLAWS OF REGION 4**

## **QUARTER MIDGETS OF AMERICA, INC.**

Amended: January 2011

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### **ARTICLE I – MEMBERSHIP**

#### **SECTION 1      General**

Region 4 shall be composed of separate component Quarter Midgets of America Inc. (QMA) quarter midget clubs operating as local units, grouped together in five states; Michigan, Indiana, Ohio, West Virginia, Kentucky.

Region 4 shall have the authority granted by, and recognized by, the Board of Directors of QMA to administer on a Regional and Local Level, all rules, regulations and decisions of QMA.

#### **SECTION 2      Applicants**

All members living in Region 4 must belong to a Region 4 club in order to race in Region 4. Any persons 18 years of age or over and who is a paid member in good standing of a QMA quarter midget club belonging to Region 4 and has been accepted by their primary club shall be admitted as a member of Region 4.

### **ARTICLE II – OFFICE**

#### **SECTION 1      Term of Office**

Each Director shall serve for two (2) years and hold office until a successor is elected and qualified. The terms of office shall begin January 1<sup>st</sup> of even numbered calendar years.

#### **SECTION 2      Principal Locations**

The principal office of Region 4 shall be in the city of the Regional Director. Region 4 may also have offices at such place or places as the Board of Region 4 may require may from time to time appoint for business of Region 4.

### **ARTICLE III – MEETINGS**

#### **SECTION 1      Meeting**

The Region 4 meeting shall be held at least one time per year (beginning of new year) at a time and place prescribed by the Regional Director. The Regional Director will preside over all meetings. Any and all Meetings of Region 4 may also participate in conference calls when needed and prescribed by the Regional Director.

#### **SECTION 2      Special Meetings**

The Regional Director may call special meetings of Region 4 at any time and place.

**SECTION 3            Notices**

Notice of meetings shall be mailed, called or e-mailed by the Regional Director or Secretary of the Region to each Regional Board Officer and each Club President of Region 4, giving each club three weeks notice for, "in person meetings" of said meeting and place, with the exception of special or emergency meetings.

**SECTION 4            Quorums**

At such meeting of Region 4, five (5) members of the Regional Board of Directors and 3 club delegates actually present, one delegate for each club, shall constitute a quorum.

**SECTION 5            Voting**

Voting at such meetings of Region 4 shall be by the members of the Region 4 Board of Directors and a club delegate representing each club in Region 4. Tie votes shall be broken by the Chairman of the meeting.

**ARTICLE IV - BOARD OF DIRECTORS**

**SECTION 1            Composition**

The Regional Board of Directors shall consist of seven (7) people in order of authority, and the President or his/her designee of each club. **Order:** Regional Director, Assistant Regional Director, Secretary, Treasurer, Tech Director, Safety Director, Publicity Director (they will be elected by the membership in Region 4 on even years with a two-year term) Club Presidents.

**SECTION 2            Qualifications**

Any member of Region 4, in good standing, who desires to be a nominee for any of the seven (7) directorships, shall prepare a signed resume of his/her qualifications for the office they intend to run for and their intent to serve in that capacity. Only 1 person per QMA family membership can run for the Regional Board of Directors. A member may be eligible to run for a position on the Region 4 Board if they are currently a member of Region 4 and have been a member in "good standing" for at least (2) years. All resumes should be sent by the published deadline and received by the QMA National Secretary and QMA National Office.

**SECTION 3            Removal**

A director may be removed by majority vote of members entitled to vote at an election of directors. An director can be suspended from his/her position, by the majority vote of the other board members, after which time a removal vote will be held by the membership. The removal vote must be initiated no sooner than 14 days from the suspension. and completed within 30 days from the suspension. If the membership votes not to remove the director, then he/she will be reinstated immediately.

**SECTION 4            Vacancy**

Any vacancy, by resignation and or removal, will be filled by approval of the remaining Board of Directors, and Club Presidents or his/her assignee. Notice of any vacancy will be given to the membership by not less than two of the below listed methods, email, regular mail, the Region 4 website. Regular members wishing to be considered must contact the Regional Director or the next Director in chain of command within 14 days, to submit a resume.

**ARTICLE V – OFFICERS AND DIRECTORS DUTIES**  
**AND ORDER OF AUTHORITY**

Each Board member shall perform the duties of his office, including duties as a member of any committee of the board of QMA upon which the Board member may serve, in good faith, in a manner such Board member believes to be in the best interests of the Region and with such care, including reasonable judgment, as an ordinarily prudent person in a like position would use under similar circumstances.

Immediately following the election of directors, the directors so elected shall work with present directors until they take office.

**SECTION 1           Regional Director**

The Regional Director shall:

- Have the authority, granted and recognized by the Board of Directors of Quarter Midgets of America, to administer on a Regional and local level, all rules, regulations and decisions of Quarter Midgets of America;
- Grant all QMA State Races and inform the QMA National Secretary of track locations, dates and results;
- Make sure that all State Races are conducted according to proper rules and regulations as prescribed by QMA;
- Attend or cause the Assistant Regional Director to be present at all State Races and to assist when requested;
- Follow all rules and regulations of the “QMA Authorities and Responsibilities of Regional Directors”.
- Be responsible for all Novice Training Programs in Region 4.

**SECTION 2           Assistant Director**

The Assistant Director shall:

- Assist the Regional Director in all phases of Regional operations;
- In the absence of the Regional Director, assume the duties of the Regional Director.
- Carry out any duties assigned to him/her by the Regional Director or Regional Board.

**SECTION 3           Secretary**

The Secretary shall:

- Be responsible for keeping a complete and accurate record of the activities of the Region and the Regional Board;
- Keep minutes of all Regional business meetings and shall send these minutes via e-mail and hard copy to all Regional Officers and Club Presidents within the Region after the completion of the meeting;
- Handle any correspondence requested by the Regional Director or other Regional officers;
- Keep the Regional Director advised of all incoming and outgoing correspondence; and
- Keep a current list of all members of all clubs within the Region, as well as a current list of the officers of these clubs.
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#### **SECTION 4            Treasurer**

The Treasurer shall:

- Keep a complete and accurate record of all financial transactions of the Region;
- Keep the funds of the Region in a recognized bank or trust company; and
- Furnish to all Regional Officers and to all clubs within the Region, a complete written financial report at each Regional business meeting and at the end of each calendar year.

Disbursements from the funds of the Region may only be made with the approval of the Regional Board of Directors. All accounts will have a double signature authority. Not more than 60 days, or less than 45 days before the beginning of the fiscal year, a budget will be presented to the Region 4 Board of Directors for approval.

#### **SECTION 5            Technical Director**

The Technical Director shall:

- Handle the technical affairs of the Region;
- Keep a complete list of all technical rules, regulations and interpretations of QMA;
- Work close with the Technical Director of each club in the Region to insure their knowledge of and compliance with these rules;
- Make rulings on local club requests for technical knowledge of and compliance with these rules;
- Be available for consultation at Regional QMA sanctioned events; and
- Serve as a member of a committee headed by the National QMA Technical Director to assist in formulating, interpreting and administering the technical rules and regulations of QMA.

#### **SECTION 6            Safety Director**

The Safety Director shall:

- Have charge of the safety of the sport within his Region;
- Keep a complete list of current QMA rules, regulations, decisions and interpretations covering safety;
- Share this information with the Safety Director of each club within the Region and make sure that all safety procedures are being followed;
- Constantly be on the alert for and recommend changes or additions to existing rules or procedures which will provide greater safety for participants and spectators;
- Advise any club or individual of any unsafe practices;
- Insist on discontinuance of any unsafe practices or conditions;
- Report to the Regional Director any failure to comply;
- Serve as a member of a committee headed by the National QMA Safety Director to assist in formulating, interpreting and administering the Safety rules and regulations of QMA.

## **SECTION 7            Publicity Director**

The Publicity Director shall:

- Work with each club to head the publicity in Region 4 and be part of a committee headed by the National QMA Publicity Director;
- Assist in formulating and carrying out plans and ideas to further the sport of quarter midget racing in the areas of publicity at local, regional and national levels.

## **SECTION 8            Compensation**

No board member or club representative shall receive any compensation for their time and efforts on behalf of the Region, except for actual out-of-pocket expenses incurred by them on behalf of the region.

## **ARTICLE VI – REGION 4 BANK ACCOUNT/GENERATION OF FUNDS**

A bank account will be established and maintained by the Treasurer of Region 4 and may be located in the city of the Treasurer. Members will be required to pay Region 4 a portion of their annual membership dues and a portion of each one of their race sign-in fees. Monies will be used for the operation and promotion of Region 4 and its annual point fund Banquet. These fees will be decided upon at the annual winter meeting (beginning of new year).

## **ARTICLE VII – REGIONAL QUALIFYING RACES**

### **SECTION 1            States Race**

All non-hosting Clubs will shut down during a States Race weekend in Region 4. Region 4 will hold one (1) State Races on a rotation basis among each club in the Region. Starting in 2011 the rotation will be: CQMA (Capitol Lansing), CIQMA (Mini-Indy), COQMRA (Central Ohio), and MMRA (Michigan Midgets). Any new clubs will be put at the tail of the rotation as of the date they receive racing Charters.

## **ARTICLE VIII – ACCOUNTING BY REGION 4 OFFICERS/DIRECTORS**

At the expiration of term of office, each Officer/Director shall account for and deliver to the Region, all the property and papers that may have come into their hands by reason of such office.

## **ARTICLE IX – AMENDMENT TO BYLAWS**

These bylaws may be amended or a new amendment adopted, by a two-thirds vote of those entitled to vote and present in person at a Region 4 meeting. Provided that such proposed new amendment be stated in full in the notice for the meeting. When such new amendment is properly placed before any meeting for consideration, it may, before final action thereon, be changed or amended by a majority vote, provided that the changes offered be germane to the subject covered by the amendment as proposed.