VERMONT ASSOCIATION OF SNOW TRAVELERS, INC.

VAST By-Laws – Approved at Annual Meeting August 29, 2026

ARTICLE I. NAME AND OBJECTIVES

Section 1

The name of the Corporation, hereinafter, called the Association, shall be Vermont Association of Snow Travelers, Inc., (VAST) and shall be a non-profit corporation.

Section 2

The Corporation is organized exclusively for charitable and educational purposes including for such purposes, the following:

a) The making of distributions to organizations that qualify as section 501(C)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

b) To support and assist affiliated snowmobile clubs with their efforts to comply with VAST policies and by-laws.

c) To foster a close relationship with, appreciation and recognition of the landowners of the State of Vermont.

d) To develop and maintain a statewide network of snowmobile trails.

e) To teach and encourage the safe, courteous, lawful, and responsible use of snowmobiles.

f) To actively seek and support the preservation and protection of our natural environment.

g) To promote the development of recreational areas for the use of snowmobiles within the state.

h) To render public service in case of emergency and/or disaster.

i) To promote snowmobiling through active public relations activities and events.

Section 3

Definition of "Snowmobile" - A self-propelled vehicle intended for off-road travel primarily on snow, having a curb weight of not more than 793.783 kg (1,750 lb.); driven by track or tracks in contact with the snow; and steered by a ski or skis in contact with the snow. Maximum width shall be no more than 48 inches. An all-terrain vehicle converted to operate with tracks shall not be considered to be a snowmobile. Shall also meet the requirements listed in Vermont State Statute Title 23; Chapter 29; Subchapter 001; Section 3205.

ARTICLE II. ORGANIZATION

Section 1

The Association shall be managed by a Board of Directors, consisting of one (1) Director from each of the 14 Incorporated County Snowmobile Clubs in the State of Vermont and the elected VAST officers. Only County Directors (or Alternate Directors in the absence of the Director) shall have voting privileges.

a) For a County to be eligible for VAST Grant-in-Aid Funding the County Director or Alternate Director shall attend a minimum of 10 Board of Directors meetings.
b) The County Director or County President shall provide the VAST office current contact information for each club within their county.

Section 2

The Board of Directors shall have all authority in the management of the affairs of the Association vested in them by the members, except as otherwise delegated by the members elsewhere in these By-laws. The Board of Directors may re-delegate, to staff or committees, such authority as may be needed to efficiently conduct Association business.

Section 3

The Association may purchase, lease or rent offices, buildings or lands as may be proper to the objectives of the Association and may purchase, lease or rent the necessary equipment and/or services for said properties. The Board of Directors shall have all authority in the selection, operation and management of said properties, equipment and/or services.

Section 4

a) Club, hereinafter shall mean a Vermont Snowmobile Club officially affiliated with a County Snowmobile Club.

b) An existing Club shall maintain a minimum of ten (10) members. A minimum of twenty (20) members shall be needed to establish a new club or reinstate a club with full priveledges.

c) It is required that at least one club officer be a Vermont resident. VAST employees shall not hold any club office or serve as a club director.

d) VAST affiliated snowmobile clubs shall not offer snowmobiles for lease or rent or for any other for profit or commercial purpose.

Section 5 Right to Review

All Clubs shall establish and maintain a reasonable accounting system that enables them to readily identify assets, expenses, and track use of funds. VAST's chosen auditing firm or CPA shall have the right to review, to examine, and to make copies of or extracts from all financial and related records (in whatever form they may be kept, whether written, electronic, or other). Such records shall include, but not be limited to, accounting records, written policies and procedures; all paid vouchers including those for out-of-pocket expenses; other reimbursement supported by invoices; ledgers; cancelled checks; deposit slips; bank statements; journals; and supporting documentation; (payroll documents and timesheets as applicable).

The Club shall, as requested by VAST, at the Club's own expense make such records available for inspection and review (including copies and extracts of records as required) by an auditing firm or CPA selected by VAST. Such records shall be made available *in accordance to VAST policy*.

Costs of any reviews conducted under the authority of this right to review and not addressed elsewhere will be borne by VAST. If the audit identifies substantive findings related to fraud, misrepresentation, or non-compliance to VAST review policy, VAST may recoup the costs of the review work from the Club. Any adjustments and/or payments that must be made as a result of any such audit or inspection of the Club's invoices and/or records shall be made within a reasonable amount of time (not to exceed 90 days) from presentation of findings to the Club.

Section 6

The 14 Incorporated County Snowmobile Clubs shall be governed by a common set of Articles of Association and shall be affiliate members of the Association.

County Articles of Association

a) County Clubs shall be governed by Articles of Association amended version of 9/7/2019; these Articles may not be changed without approval by plurality vote at VAST Annual Meeting. County Clubs may create By-Laws governing the minimum number of members, membership dues, additions or deletions of clubs.
b) The purposes of the County Clubs shall be:
    i. To provide an ongoing liaison between affiliate county Active Members and VAST.
    ii. To provide for the fellowship, recreation and amusement of its members and guests. To conduct, promote, and encourage snowmobiling.
    iii. To develop, construct, maintain, groom and coordinate trail systems within and between counties.
    iv. To undertake fund raising activities in a cooperative manner while promoting public relations. These events should be coordinated with the VAST Public Relations & Marketing Plan to ensure that branding for Vermont snowmobiling remains consistent.
    v. To actively partner, on an ongoing basis, with local and State law enforcement agencies to assist with the volunteer effort to provide 'Snowmobile Safety Education' courses, and educational classes for all snowmobilers, and to coordinate with these law enforcement agencies on trail law enforcement activities that ensure compliance with the snowmobile laws of the State of Vermont.
    vi. To consider and deal by all lawful means with common problems involved in snowmobiling and to secure cooperative action in advancing common purposes of the members of the association.
    vii. To do any and all things necessary or incident thereto.
    viii. This association is organized and operated exclusively for the above stated purposes, and for other nonprofit purposes and no part of any net earnings shall inure to the benefit of any private member.
c) Powers - In furtherance of the objects described above, but not in limitation thereof, the association shall have power to collect and disseminate statistics and other information, to conduct investigations, to engage in various fundraising activities, to conduct promotion activities, including advertising and publicity, in or by any suitable manner or media, and to hold such property as is necessary to accomplish its purposes.

d) Active Membership - Any snowmobile organization/club is eligible to become an active member of this association, with full voting and other privileges, provided it is qualified under such rules as the VAST Board of Directors may provide. Each active member shall be entitled to one vote in the affairs of the association; proxy voting is allowed. The approved Active Members shall be affiliated members of the County Club. Additions or deletions of an organization/club may be done at a duly organized meeting of the association by a majority vote of those in attendance at the meeting. Such proposed Amendments shall be mailed to each active member organization at least 30-days prior to the meeting at which action is on agenda.

ARTICLE III. Trails Maintenance Assessment (TMA)/DUES

Section 1

The Trails Maintenance Assessment (TMA) fee/dues is established to assure that construction and maintenance funds are available for the Statewide Snowmobile Trails System (SSTS). In addition, it simplifies the process of complying with Vermont law regarding the operation of snowmobiles on the SSTS. The SSTS includes all VAST Corridor and Secondary Trails as well as all local club trails. TMA fees/dues shall be established annually by the Board of Directors.

TMA income (in combination with other revenue) shall be used to pay expenses of the Association as outlined in the approved fiscal year budget covering Administrative, Trail and Scholarship Accounts. Any unexpended funds, in a given year, shall be carried forward to the next year.

A contingency fund shall be established, and the goal will be to provide $500,000, in this account, to assist in covering costs of grooming as defined in the Trails Policy. Unexpended grooming funds from prior years may be used to establish this contingency fund. The fund shall not exceed $500,000. Once this amount has been attained, unexpended grooming funds may be diverted to trail and/or equipment related Grant-In-Aid programs.

No less than 40% of the collected annual TMA fees/dues shall be allocated to the VAST Trails Fund.

Every snowmobile operating on the SSTS shall have a valid TMA as required by Vermont law. TMAs shall be available the VAST website and complying with all requested signature confirmations. Local club/county dues shall be included in the cost of each TMA.

A portion of the total purchase price will be returned to clubs for membership dues. This portion will be determined on an annual basis and be approved by the Board of Directors in conjunction with the Fiscal Year Budget.

Special category TMAs will only be available through the VAST office. Dues will be added to the cost of these TMAs and forwarded to the applicable club.
An individual who leases a snowmobile for personal use and who registers it under his/her name, shall have a valid TMA.

Volunteer TMAs will be distributed through the VAST office based on a prequalified list provided by each club. No Club/County dues will be collected for Volunteer TMAs – being prequalified by the member's club is a statement of their good standing with the club and eligibility for all club benefits and voting privileges.

The TMA fee/dues will include an individual VAST membership that is valid from the date of purchase thru December 31st of the TMA year.
(ie: TMA purchased in November, the VAST membership is valid until December 31st of the following year, TMA (Trail Pass) portion is valid for riding season only which is December 16th thru April 15th).

A Three Day (or limited time) TMA will include membership.

TMA's may be sold in the following types:

- **In-State TMA - Snowmobile Registered In Vermont**
  Any snowmobile that is legally registered in Vermont regardless of owners residency.
- **Out Of State TMA - Snowmobile Registered Other Than In Vermont**

  Any snowmobile that is legally registered outside of the state of Vermont regardless of owners residency.
- **Commercial TMA**
  Any snowmobile operated for profit shall display a valid commercial TMA decal on that snowmobile unless exempted by state law. All operators of commercial snowmobiles shall show proof that they have completed a certified snowmobile safety course or its equivalent or be under the direct supervision of an individual certified to teach the safety course.

  A Commercial TMA may only be issued after:

  a) The individual or entity offering a snowmobile for commercial operation has first entered into a written contract with the snowmobile club responsible for obtaining landowner permission for snowmobile trails and trail maintenance in the primary location of the commercial entity.

  b) The individual or entity offering a snowmobile for commercial operation provides VAST with proof of insurance naming VAST as an additional insured. The insurance policy shall further indicate that VAST shall be provided with 30 days written notice prior to the cancellation of the policy.

  The VAST Board of Directors may develop alternative TMA categories, incentives and/or price structures that may include but not be limited to:

  a) Incentives to promote Volunteerism
  b) Incentives to promote early purchase
  c) Incentives to promote family snowmobiling
  d) Multi-day Trail passes
  e) A one time TMA for any antique snowmobile that is legally registered with any state or province as an antique snowmobile.

f) An annually renewable vintage TMA for snowmobiles allowing trail use in accordance to state statutes and VAST policies.

Section 2

The Board of Directors shall set annual TMA fees/dues for this Association. They shall be based upon a budget approved by the membership, voted on at the Annual Meeting and approved by a two-thirds (2/3) majority vote of the delegates present.

a) The Board of Directors shall set a Commercial TMA fee/dues annually. A portion of the fee/dues equal to that of an In-State Regular Season TMA shall be used to defray budget expense. The balance shall be distributed by the VAST Trails Administrator to the local impacted clubs or individuals whose duty it is to maintain and groom trails in that area. Funding will be distributed as outlined in the VAST Trails Policy Manual.
b) **Complimentary TMA -** At the discretion of the Executive Director and/or the Board of Directors a complimentary, limited duration, TMA(s) may be issued to visitors to facilitate their stay in Vermont or for promotional, or charitable purposes.
c) **County Director/VAST Officer Volunteer TMA** – VAST is eligible to provide one (1) volunteer TMA for each county director/VAST officer in recognition of their commitment to attend monthly meetings.

Section 3

The fiscal year of the Association shall be from October 1st thru September 30th.

ARTICLE IV. MEMBERSHIPS

Section 1

Individual Memberships shall be open to any club affiliated individual upon receipt of their dues (TMA purchase) and signifying their intention to abide by the by-laws of the Association.

a) Individual TMA/Membership is 16 years of age or older.
b) VAST Membership is valid until December 31st of TMA year.

Section 2

There shall be Six (6) classes of membership:

a) **Individual TMA/Membership:** General member of the Association.

b) **Honorary Membership:** Honorary membership may be admitted or bestowed by the Association, to non-members, by a unanimous vote of the Board. Honorary members shall not be entitled to any voting privileges, and they will not receive Association correspondence.

c) **Lifetime Membership:** Lifetime Membership may be admitted or bestowed by the Association by a unanimous vote of the Board. Lifetime members will receive a permanent membership card and shall be accorded every privilege that voting delegates receive at the VAST annual and special Association meetings.

d) **Contributing Membership:** Membership may be composed of dealer-distributor or manufacturing individuals or Organizations, or any other individual or Organization who supports the goals and objectives of the Association; benefits and dues shall be established by the Board of Directors.

e) **Dealer Membership:**

1) For snowmobile dealerships to aid in the promotion of snowmobiling and introduction of "new" snowmobilers to the sport.
2) Benefits and dues shall be established by the Board of Directors.

f) **Commercial Membership:** Required for all snowmobiles operating in Vermont for profit (rental, tour, etc.). For the purpose of this section the term tour shall mean a snowmobile ride led by a guide or leader over a defined route or routes and participated in by one or more individuals that have paid a fee to an individual or corporate entity for the privilege of riding a snowmobile. Each snowmobile shall display a valid Commercial TMA decal. Privileges shall be as determined by the Board of Directors. Membership shall not count toward voting delegates.

ARTICLE V. MEETINGS, NOTICES AND QUORUMS

Section 1

Annual Meeting: The Annual Meeting shall be held in August or September of the fiscal year or at a time and place designated by the Board of Directors. VAST shall notify the membership not less than thirty days in advance of the meeting in writing.

All efforts shall be made to hold the Annual Meeting in an in-person format, however video conferencing, or other arrangements may be employed to conduct the basic requirements to comply with association by-laws. Minimum requirements would include voting on the annual budget, by-law amendments and election of officers.

At the Annual Meeting, printed copies of the Secretary's report, Treasurer's report, and the Board of Director’s approved line item budget shall be presented to the delegates for their vote of approval. The budget may be amended by the membership from the floor.

General membership through their voting delegates shall also elect a slate of Officers consisting of President, Vice President, Treasurer and Secretary and conduct any other business properly brought before the membership.

Annual meeting shall be conducted in accordance with Roberts Rules of Order, Newly Revised unless otherwise addressed within these By-Laws. Any delegates that wish to speak shall address the presiding Officer, giving their name and Club they represent.

a) A County Director may vote as Director only, not as a delegate for a club in his or her county.

b) A voting delegate must be a member in good standing of VAST and an affilliated club.

c) Club voting eligibility at VAST annual or special association meetings: Each affiliate club from the Incorporated County Clubs, shall have 2 delegates for their first 50 members (1 Delegate for 20 members or less) and additional delegates shall be issued for each (30) members there after. If the last increment is at least (16), a delegate is awarded. A Club with Honorary Status shall be entitled to one (1) delegate vote.

10 to 20	= 1 Delegate
21 to 50	= 2 Delegates
51 to 80	= 3 Delegates
81 to 110	= 4 Delegates
111 to 140	= 5 Delegates
141 to 170	= 6 Delegates
Etc.	

Membership – 50/30 = Delegates +2 (for first 50) +1 (if remainder is 16 or greater)

Example: Club has 493 Members 493-50 = 443/30 = 14 with remainder of 23
Total Delegates is: 2 (first 50) +14 (443/30) +1 (remainder is over 16) = 17

The number of voting delegates that each club is entitled shall be based on the number of paid individual VAST TMA memberships as of **May 1st** of the current fiscal year. VAST shall notify each club in writing following the record date of the number of voting delegates to which it is entitled; such notice shall be mailed no less than 60 days before the Annual Meeting.

d) All snowmobile clubs shall maintain a membership of ten (10)members. If a club fails to maintain the above designated membership, said club has the ability to request the county club to be considered for honorary status as outlined in subsection e. Failing to obtain Honorary status, they shall cease to be a VAST affiliated snowmobile club and shall automatically cease to be affiliated with any county organization.

e) At the request of a County Club, the VAST Board of Directors shall have the ability to designate honorary status to clubs and grant said club with one voting delegate. Honorary clubs shall not have the authority to sell TMA's.

f) Honorary clubs may be reinstated to full club privileges (TMA sales, full voting priveledges) as outlined in Article II Section 2 with a minimum of 20 members.

Section 2

a) Board of Directors Meetings: Board of Directors Meetings may be called at any time:
   1) By the President
   2) By the Board of Directors – Majority of 14 County Directors
   3) By written request to the Board by a County Club
   4) By Clubs representing 10% of the membership in good standing of the Association.

Notices shall be sent two (2) weeks prior to the meeting dates. A quorum shall be the majority of the Board present. The Secretary or temporary designee shall record minutes.

b) Special Board of Directors Meetings: Board of Directors shall be notified by telephone, or electronic media at least three (3) days prior to the meeting date, or written notice postmarked (5) days prior to the meeting date. A quorum shall be the majority of the Board of Directors.

c) Meetings may be conducted via video conference, in-person or a combination.

d) When action by the Board of Directors is required before the next scheduled Board meeting and the President determines that waiting until the next regular meeting or convening a Special Board Meeting is not practical or in the best interest of the Association, the President may initiate an electronic vote of the Board. The President shall distribute electronically to all County Directors (or Alternate Directors when serving in the absence of the Director):

1) The exact wording of the proposed resolution.
2) Background information and supporting documentation necessary for an informed decision.
3) The deadline by which votes must be received.
4) Instructions for submitting votes.

A quorum of the Board, as defined in these By-Laws, must participate in the electronic vote for the action to be valid.

Approval of the proposed resolution shall require the same voting threshold that would apply if the matter were considered at a duly called Board meeting.

Any three (3) voting Directors may request, prior to the voting deadline, that the matter be removed from electronic consideration and instead be placed on the agenda of a Special Board Meeting. Upon such request, the electronic vote shall immediately cease and no action shall be taken electronically.

The Secretary shall retain the electronic voting record, including the proposed resolution, supporting documentation, the vote cast by each Director, the final vote tally, and the official outcome. The action shall be entered into the minutes of the next regular or Special Board Meeting.

Electronic voting shall not be used for:

- Election of Officers;
- Adoption or amendment of the By-Laws;
- Removal of an Officer or Director;
- Any matter specifically required by these By-Laws to be acted upon at an Annual Meeting, Special Association Meeting, or Board Meeting.
- Participation in, attendance at, or observation of an executive session by electronic means, including telephone, videoconference, or other electronic communication technology, shall not be permitted.

Section 3

a) Special Association Meetings: Special Association Meetings may be called at any time:

1) By the President
2) By the Board of Directors – Majority of 14 County Directors
3) By written request to the Board by a County Club
4) By Clubs representing 10% of the membership in good standing of the Association.

b) Special Association Meetings: Clubs shall be notified by telephone, or electronic media at least 1 week prior to the meeting date, or written notice postmarked (7) days prior to the meeting date. Notice shall include reason for special Association meeting.

c) A quorum shall be the majority of members or delegates present.
d) Meetings may be conducted via video conference, in-person or a combination.

Section 4

a) County Meetings: An official County Meeting shall be one called at the discretion of the County Director, the County President, or by written requests by a minimum of two (2) clubs representing 20% of the membership in good standing of the County Snowmobile Club. Such written request shall be presented to the County Director not less than two (2) weeks prior to scheduled meeting date. These meetings shall comprise only the county in which the meeting was called, unless otherwise specified by the delegates.

b) Meetings may be conducted via video conference, in-person or a combination.

Section 5

Election of officers and Board members shall be by ballot vote.

Section 6

All questions of procedure not covered by these by-laws shall be determined in accordance with Robert's Rules of Order, Newly Revised.

Section 7

There shall be no delegate voting by proxy.

ARTICLE VI. OFFICERS, COUNTY DIRECTORS AND COUNTY TRAILS COORDINATORS

Section 1

The Officers of this Association shall be President, Vice-President, Secretary, Treasurer and Immediate Past President. The Officers shall be club members in good standing, members of the Association, and snowmobile owners.

Section 2

The Officers of this Association (President, Vice President, Secretary, and Treasurer) shall be elected by the voting delegates at the Annual Meeting each year with clubs being notified at least two (2) weeks prior to the Annual Meeting date of a proposed slate of officers as decided by the Nominating Committee.

Nominations shall also be allowed from the floor at Annual Meeting.

Officers of this Association shall hold office from October 1 to September 30 of the fiscal year for which elected.

In the event any elected office is vacated, the Board of Directors shall appoint a successor for the remainder of the term.

Section 3

There shall be elected at least thirty (30)-days prior to October 01, one (1) Director and (1) County Trails Coordinator from each County in the state of Vermont. Such election shall be by the Clubs of said Counties and written notification of election shall be forwarded to the VAST office not less than two (2) weeks prior to October 01.

a) Each County may elect Alternate Directors and Assistant Trail Coordinators as they deem appropriate, who shall assist the County Director or Trails Coordinator in the conduct of his/her duties and who shall be entitled and encouraged to attend meetings of the Board of Directors and/or VAST Trails Committee. Only the County Directors, or their duly elected alternates, will be entitled to vote at any meeting of the Board of Directors.
b) The County Directors and the elected Alternate Directors and Trails Coordinators shall be snowmobile owners, members of the Association and snowmobile club members in good standing of the county they represent.

Section 4

Any salary accorded a Director or elected Officer shall be recommended by the Board of Directors and voted on at the Annual Meeting by the Delegates present.

Section 5

No employee of the Association shall be either an officer or director of the Association, a local club or a county club.

Section 6

No person shall act as an officer or director of the Association if their spouse, significant other, civil partner, an immediate family member, etc. is an employee of the Association.

Section 7

No person shall act as an officer of the Association if their spouse, significant other, civil partner, an immediate family member, etc. is already an officer of the Association.

Section 8 Separation of Board Governance and Executive Leadership Roles

No individual serving as a Director or Alternate Director shall concurrently serve as an Officer of the Association.

Officers shall serve as members of the Executive Committee as otherwise provided in these Bylaws but shall not possess Board voting authority by virtue of their officer position.

No individual shall hold more than one governance position within the Association at the same time unless expressly authorized by these Bylaws.

The Board may approve a temporary exception to this provision by a two-thirds vote when necessary to fill a vacancy or maintain operational continuity, provided such exception does not exceed 30 days. Such exception may be extend by a two-thirds vote of the Board.

ARTICLE VII. DUTIES

Section 1

The Board of Directors shall have the following duties:

a) Appoint an Executive Director and fix his/her salary and perform an annual review of his/her performance.

b) Formulate and adopt policies consistent with the mission statement and the Organization goals. These policies may establish working procedures by which these by-laws are implemented. c) Formulate and adopt an organizational plan which includes both short and long term goals.

c) Measure the effectiveness of those policies adopted and make any corrections necessary to achieve the stated objectives.

d) Implement duly adopted policies through the Executive Director or appropriate committee as required.

The Board of Directors shall serve from October 1 through September 30 of the fiscal year.

Section 2

The duties of the President are to serve as Chairman of the Board of Directors, preside at meetings of the Board, be an Ex-Officio member of all committees except nominating, provide active leadership for the Association, and carry out the recommendations of the Board of Directors. The President, in conjunction with the VAST Executive Director, shall appoint committees as necessary to assure the proper function of this Association. All committees shall be reviewed and approved by the Board of Directors. The President shall not chair any committees.

Section 3

The duties of the Vice-President are to officiate in the absence of the President and to assist the President in carrying out the duties of the office. The Vice President may serve as archivist for the Association.

Section 4

The duties of the Secretary are to keep or cause to be kept, a permanent record of the minutes of all Regular, and Special Meetings of the Board of Directors as well as the Annual Meeting of the Association. He/she shall make or cause to be made, all required notices of meetings of the Association and the Board of Directors. He/she shall be available, if called upon, to handle official correspondence for the Officers and the Board of Directors.

Section 5

The duties of the Treasurer are to maintain or cause to be maintained all accounts of the Association, have charge of its funds, and review all expenditures within approved budgets. He/she or his/her designate shall deposit, in a timely manner, all sums received in any bank, which shall be designated by the Board of Directors in the name of the Association. He/she shall disburse the funds of the Association under the direction of the Board of Directors. He/she shall cause a certified audit to be made at least annually and submitted to the membership at their Annual Meeting. The Treasurer shall serve as the Chair of the Fiscal Committee.

Section 6

The duties of the Immediate Past President are to represent the Association upon call of the President and to assist in the orderly transfer of duties from outgoing Officers to incoming Officers.

Section 7

The duties of the County Directors shall be to provide active leadership for the Association and its activities within their respective Counties and:

a) Serve on the Association Board of Directors.
b) Act as liaison between the local clubs and members of the Association.
c) Be familiar with these by-laws and will perform their duties in accordance with these by-laws and approved VAST policies.
d) Be available at the call of the local clubs and/or the Association.
e) Meet with the Association membership at any reasonable time and help in the formation of new clubs.
f) Be present to assist in the conduct of the Annual Meeting, Special and/or Directors Meetings.
g) Work under the general direction of the Board of Directors of the Association.
h) Act as liaison between the Association and all state agencies at the county level.
i) Act as liaison between the Association and other organizations at the county level.
j) The County Directors, or in their absence, their elected alternate, shall have voting rights at the Directors Meetings, Annual Meeting and Special Association Meetings.
k) Each Director may be required to be an active member of at least one committee.

Section 8

The duties of the County Trails Coordinators shall be to provide guidance for the clubs within their counties regarding trail planning, construction, signing and coordination of such. They will also meet and coordinate with adjoining county peer concerning any connecting trails and

a) Act as liaison between club officers, trailmasters, groomers and the VAST Trails Administrator/Coordinator.
b) Be familiar with the contents of the County Trail Coordinators Manual.
c) Assist clubs in the procedural process of requests for construction, equipment grants as well as grooming contracts.
d) Inspect (preconstruction) applications and approve if such is justified and meets criteria of county trail plan, and adopted VAST Trail Policies.
e) Verify construction and approve completion of project.
f) Verify trail mileage of grooming contracts within their counties.
g) Verify compliance of county trail signage with adopted VAST “Trail Signing Guidelines” latest edition.
h) Work under direction of County organization as per county meetings.
i) Coordinate with VAST Trails Committee Chair and attend scheduled meetings.
j) County Director and/or VAST Trails Administrator must approve travel expenses.

ARTICLE VIII. COMMITTEES

Section 1

Committees shall be appointed by the President in conjunction with the VAST Executive Director as necessary to assist in carrying out the mission of the organization. Committees shall be reviewed and approved by the VAST Board of Directors. The President, with the consent of the Board of Directors, or the Board of Directors, shall charge the committees with their duties as applicable. The President shall appoint committee chairs, in conjunction with the VAST Executive Director, and it shall be their responsibility to provide reports, of their meetings, to the Board of Directors. At least one member of each committee shall be a Director.

ARTICLE IX. DISCIPLINE

Section 1

All members of the Association shall abide with these by-laws and with the objectives of the Association. Violation of this or conduct prejudicial to the best interests of the Association shall constitute just reason for suspension or expulsion, such action requiring two-thirds (2/3) vote of the Board of Directors present at a hearing. Officers shall not be present at the initial hearing as they will act as an Appeals Board if necessary. Notice of the charges must be sent in writing to the person(s) in question at least two (2) weeks prior to the set date for hearing by the Board of Directors, such member or members having the right to present a defense at that time and with the right of appeal to the Officers of the Association (Appeals Board) if so desired.

ARTICLE X. AMENDMENTS

Section 1

Amendments of these By-Laws shall be presented to the Association for action, by the Board of Directors, or by petition by an Incorporated County Club, or by petition by clubs representing 10% of the membership in good standing of the Association. Petitions must be presented to the Secretary in writing, and shall be submitted to the membership for action at the next annual meeting. Notice of such petition shall be mailed to each Incorporated County Club at least 30 days prior to the next annual meeting.

Only Articles warned shall be acted upon.

A majority vote will be required to amend these by-laws.

ARTICLE XI. LIQUIDATION

Upon the dissolution of the corporation, assets shall be distributed for one or more exempt purposes within the meaning of section 501(C)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a court of competent jurisdiction of the county in which the principal office of the corporation is then located, exclusively for such purposes, or to such organization or organizations, as said court shall determine, which are organized and operated exclusively for such purposes.

End

AMENDMENT HISTORY

The following log documents amendments to the Bylaws of the Vermont Association of Snow Travelers, Inc. (VAST). Each entry identifies the date of approval, the article or section amended, a brief description of the amendment, and its effective date.

Date Approved	Article/Section	Description
08/29/26	Article V Section 2(d)	Action by Electronic Vote
08/29/26	Article VI Section 8	Separation of Board Governance and Executive Leadership Roles

****Recordkeeping:** The Amendment History shall be updated following the approval of each amendment to these Bylaws. The log is intended to provide a historical record of amendments and does not replace the official meeting minutes or other records documenting their adoption.**