

BYLAWS
HAGERSTOWN QUARTER MIDGET ASSOCIATION, INC.

TABLE OF CONTENTS	1
ARTICLE I. MEMBERSHIP	
Section A. Eligibility	3
Section B. Admission	3
Section C. Termination of Membership	3
Section D. Reinstatement of Membership	4
Section E. Classification of Membership	4
Section F. Duties of Members	5
ARTICLE II. DUES AND FINANCES	
Section A. Initiation Fees	6
Section B. Annual Dues	6
Section C. Pit Fees	6
Section D. Outside Contractors	6
ARTICLE III. TERM OF OFFICE	7
ARTICLE IV. VACANCIES	
Section A. Vacant officers	7
Section B. Chairmanship	7
Section C. Presidents Chair	7
Section D. Vice Presidents Chair	7
ARTICLE V. OFFICERS	
Section A. Officers	7
Section B. Eligibility	7
ARTICLE VI. DUTIES OF OFFICERS	
Section A. President	8
Section B. Vice President (Race Director)	9
Section C. Secretary	9
Section D. Treasurer	9
Section E. Parliamentarian	10
Section F. Director Reports for Annual Meeting	11
Section G. Release of Property and Files	11
ARTICLE VII. BOARD OF DIRECTORS	
Section A. Name and Responsibilities	11
Section B. Special Meetings - Board of Directors	11
Section C. Invitees to Board of Directors Meetings	12
Section D. Limitation of Authority for Board Of Directors	12
Section E. Quorum for Board of Directors Meetings	12
Section F. Limitation of Financial Authority for Board of Directors and Membership	12

ARTICLE VIII. MEETINGS

Section A.	Regular Meetings for Club	12
Section B.	Time and Place	12
Section C.	First Meeting of Year - Install New Officers	12
Section D.	Special Meetings for Club	12
Section E.	Mandatory Meeting	12

ARTICLE IX. NOMINATIONS

Section A.	Nomination Committee - When and How Formed	13
Section B.	Nomination Committee - Duties	13

ARTICLE X. ELECTIONS

Section A.	Elections Held	13
Section B.	Procedures During Nomination and Election	13

ARTICLE XI. COMMITTEES

Section A.	Standing Committees	14
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**ARTICLE XII. CONDUCT, DISCIPLINE,
AND EXPULSION OF MEMBERS**

Section A.	Conduct of Members	15
Section B.	Disciplinary Authority at Racing Events	16
Section C.	Trial by Membership	16

ARTICLE XIII. AMENDMENTS 17

ARTICLE XIV. PARLIAMENTARY AUTHORITY 17

ARTICLE XV. FLOOD PLAIN REMOVABLE PANELS 17

ARTICLE XVI. RACING CLASSES 18

ARTICLE XVII. BANQUET REQUIREMENTS 18

Attachments
Job Duties and responsibilities Handout
Quarter Midgets of America Code of Conduct

Member signature on March meeting roster confirms receipt of by-laws et al

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**BYLAWS OF THE
HAGERSTOWN QUARTER MIDGET ASSOCIATION, INC.**

ARTICLE I. MEMBERSHIP

SECTION A. ELIGIBILITY.

Any family, man and/or woman, with or without children, whose interests are consistent with the purposes and objectives of the Hagerstown Quarter Midget Association, Inc., is eligible for membership provided the following requirements are met:

1. Drivers must complete the QMA Novice Training Course as prescribed in the Quarter Midgets of America, Racing Rules and Administrative Guidelines (otherwise known as the QMA Rule Book , under the section entitled Novice Rules & Regulations, paragraph 2 (Novice Training)).
2. Application is made in writing to the Membership.
3. All HQMA members must be QMA Members.

SECTION B. ADMISSION.

Admission of new members shall be by vote of the Active Members at a regularly scheduled meeting. Applications favorably considered (by virtue of Majority vote) will be forwarded to the Secretary, who shall notify the applicant of selection for membership, and applicant shall enjoy all privileges of membership upon completion of the following:

1. Signing a statement provided by the Association indicating he/she will comply with the HQMA Bylaws and the QMA Racing Rules and specifications.
2. Payment of membership dues and insurance premiums.
3. Car owner or handler responsible for the driver must be a member of QMA.
4. Individual wishing to apply for membership in HQMA shall be required to attend the regular club meeting at which their application for membership is to be reviewed and voted upon. This requirement may only be waived upon specific approval of the HQMA President
5. One adult member per regular membership must attend both a judging and scoring class provided by HQMA. Failure to attend results in a two event suspension for car, handler and driver plus a \$50.00 fine.

SECTION C. TERMINATION OF MEMBERSHIP:

1. By written resignation to the President, dues (HQMA and QMA) are not refundable.
2. By non-payment of dues. Renewals are due October 31 of each year and become delinquent 60 days later. After 60 days, membership will be terminated and individuals shall be required to re-apply for any future membership as a new member. After this 60 day grace period HQMA shall not allow members to participate in any racing activities or vote as a member of the association.
3. For other causes:, members whose activities and purposes have been proved to be incompatible with those of HQMA may be removed from membership as provided for in Article XII, Section C.

SECTION D. REINSTATEMENT OF MEMBERSHIP:

1. Active membership terminated through resignation shall be renewed provided provisions of Article I, Section B - Admission, are met.
2. Membership terminated through non-payment of dues may be renewed contingent upon these Bylaws relative to the admission of new members, and application shall be required to pay full amount of dues and insurance.

SECTION E. CLASSIFICATION OF MEMBERSHIP:

1. Active - Members whose dues and insurance premiums are paid in full.
 - a. Regular Membership - Parents/Legal guardians of all driver's under the age of 21 that lives in the immediate family household. Divorced families or (1) parent families, the parent that has legal guardianship over the driver's listed on the application must complete the application on behalf of themselves and drivers. Regular membership includes voting privileges. Insurance is provided to all parents/drivers listed on application.
 - b. Alternate Handler - Individual membership that is above the age of 18. Membership consist of hot chute or QMA track availability and has insurance coverage. No voting privileges are provided with this type of membership.
2. Inactive - Members who find it necessary to withdraw from active participation in the Association for purposes of employment, ill health, or other personal reasons, shall be eligible for inactive membership upon written request to the Board of Directors. Inactive membership shall not exceed one year. Active membership will be reinstated upon notification to the Board of Directors and payment of dues (Article II, Section B, regarding delinquent dues does not apply).
3. Honorary - Non-members given honorary membership in recognition of distinctive and outstanding service to HQMA.

- a. Nomination for honorary membership shall be made to the Association at one of the regular monthly meetings, accompanied by full description of the conditions supporting the recommendation. A majority vote of the membership in attendance at the meeting is required.
- b. Honorary membership shall be for life, and the honorary member shall pay no dues, but may attend meetings, without the privilege of voting.
- c. Honorary membership shall be rescinded at any time by a majority vote of the membership in attendance at regular monthly meeting, or when the honorary member is deceased.

SECTION F. DUTIES OF MEMBERS:

Hagerstown Quarter Midget Club is dependent upon its members not only to operate the club but also to perform the various duties and work necessary to conduct a racing program on a weekly basis throughout the racing season. This work is the responsibility of **ALL** members, not just that of the officers, Board of Directors, and Committee Chairmen. Members shall understand the following:

- 1. Membership in HQMA is two-fold: First, it entitles the member to race at the HQMA facility and to be a voting member of the club. Secondly, it obligates the Family Membership (see Page 2) to participate in the endeavors of HQMA and requires these members to perform duties in support of the club.
 - a. Obviously, the volunteer method is preferred as the means to accomplish the club's workload. However, those members who do not volunteer for their fair share of the workload shall be assigned duties.
 - b. Because of the diversity and number of jobs required, some members may be required to perform more than one duty. Also, it may be necessary that more than one member of the racing team be required to participate in order to balance the workload.
 - c. Members are responsible to perform their duty. If unable to do so because of vacation, illness, etc., it is the member's responsibility, Even in the event of Disciplinary suspension, to find a replacement.
 - d. Members neglecting to perform duties, either on a voluntary or appointed basis even on the course of the evening or leaving there assigned job including working corners shall be penalized according to **Article XII CONDUCT, DISCIPLINE, AND EXPULSION OF MEMBERS of the HQMA bylaws**
 - e. The three elected Board of Directors and all elected officers shall ensure that all members are assigned to participate in the workload of the Club, that the workload is distributed in a fair and equitable manner and shall notify and enforce penalties for negligence to perform duties.
- 2. All members are obligated to comply with the HQMA Bylaws and all QMA and HQMA Racing Rules and Specifications.
- 3. Under HQMA Articles of Incorporation, dated August 1, 1982, all members

shall become mutually obligated to indemnify the HQMA, Inc., from any and all liability incurred through the functions and performance of any authorized acts of Association.

ARTICLE II DUES AND FINANCES

SECTION A. INITIATION FEE: None

SECTION B. ANNUAL MEMBERSHIP AND INSURANCE aka DUES:

1. Annual dues shall include but are not limited to the following fees: QMA national, Region 2, HQMA, and Insurance.
2. Insurance fees are assessed for each membership. The amount of payment is to be established by the HQMA Board of Directors.
3. Non-HQMA members must show proof of QMA national membership in order to race at the HQMA facility.
4. Dues are due by October 31st.
5. Members whose dues are more than 30 days delinquent shall be notified by mail that they shall be dropped from the Associations rolls if their dues become 60 days delinquent on December 31st.
6. Registration for returning members after February 28th will include a \$50 reinstatement fee. A returning member shall be defined as a member who raced the previous year yet chose not to register on time. If a member sits out for a race season, they will be treated as a NEW member and not subject to the \$50 reinstatement fee.

SECTION C. PIT FEES:

1. An entrance pit fee for each member will be paid at each meet attended prior to qualification runs. Pit fees will be determined by the general voting membership at the first meeting of each Calendar Year.
2. Pit fees for QMA sanctioned meets shall conform to QMA rules and guidelines. (ex. National events and State Qualifiers)
3. Pit Fees are non-refundable and per car: HQMA members \$15, and all Non HQMA members \$20 per car.

SECTION D. OUTSIDE CONTRACTORS:

- Any outside contractors providing services or goods to the Association shall submit a written quote or proposal detailing the costs for such. If any subsequent additional costs are encountered, these must be submitted in advance for the Association's approval. At completion, an itemized invoice shall be provided. This policy is intended for non-routine expenditures, and does not apply to routine services (telephone, electricity, water, etc.) or routine purchases (concession stand items, calcium, office supplies, etc.)

ARTICLE III TERM OF OFFICE

The term of office or chairmanship shall be for two years, or until the successor is elected or appointed. Any part of a term in excess of one-half shall be considered a term in deciding eligibility for a second term. A term of office begins January 1 and ends December 31.

ARTICLE IV VACANCIES

SECTION A. VACANT OFFICERS

Vacancies in any elected office except that of the President and the Vice President shall be filled by majority vote of the Board of Directors.

SECTION B. CHAIRMANSHIP

Vacancies in any appointive office or chairmanship shall be filled by the President.

SECTION C. PRESIDENTS CHAIR

In case of a vacancy in the office of President, the Vice President shall become President.

SECTION D. VICE PRESIDENTS CHAIR

Vacancy in the office of the Vice President shall be filled by an existing member of HQMA elected by a majority vote.

ARTICLE V. OFFICERS

SECTION A. OFFICERS:

The elected officers of the Hagerstown Quarter Midget Association shall be President, Vice President, Secretary and Treasurer.

1. The President, Vice President, Secretary, and Treasurer shall be elected at the October meeting each odd numbered year.
2. The Parliamentarian shall be appointed by the President in the year that he assumes office and shall serve concurrently with the President.

SECTION B. ELIGIBILITY:

Any member of the Association shall be eligible for election to any office provided he/she:

1. Is in good standing regarding his financial obligations to the corporation (for purposes of these Bylaws, a member in good standing shall herein be referred to as having paid all dues and fees in full).
2. Office of the President and Vice President: Has been a member in good standing of a period of at least one year prior to the election of officers.
3. Secretary and Treasurer: Has been a member in good standing for a period of at least one year prior to the election of officers.
4. Any officer may succeed himself with no limitation as to number of terms.

ARTICLE VI. DUTIES OF OFFICERS

SECTION A. THE PRESIDENT SHALL:

1. Preside at all meetings of the Association and the Board of Directors.

2. Appoint a Parliamentarian.
3. Call special meetings of the Association at his discretion, subject to the limitations of Article VIII, Section D.
4. Appoint all committees.
5. Appoint chairmen of standing committees except those of an elected nature.
6. Make provisions for the discharge pro tempore of necessary duties of absent or suspended officers or Committee Chairmen.
7. See that the regulations of the Association are enforced.
8. Carry out assignments and instructions given to him by vote of the Association or the Board of Directors.
9. Fill vacancies as may occur in any appointive office or committee.
10. Serve as an ex officio member of all committees except the Nominating Committee.
11. Countersign checks drawn by the Treasurer on the Association.
12. Countersign, with the Secretary, all legal documents of the Association by which the Association shall become bound legally to third parties and only after receiving appropriate authorization from the membership.
13. Shall work in conjunction with the three elected Board of Directors and all elected officers to ensure that all members are assigned to participate in the workload of the Club, that the workload is distributed in a fair and equitable manner and shall notify and enforce penalties for negligence to perform duties.

SECTION B. THE VICE PRESIDENT SHALL:

1. Be an Aide to the President and , in case of the absence or disability of the President, shall pro tempore assume and perform the duties of the President.
2. Serve as Race Director.

3. Be responsible for appointing a subcommittee of Flagmen and Judges for the purpose of training and providing flagmen and judges for all races who shall be responsible to the Race Director.
4. As Race Director, the Vice President shall govern the conduct of all races. He or she may, however, appoint other Directors to serve in this capacity.
5. Co-sign checks drawn on the Treasury in the event the President is unavailable.
6. For cause which necessitates the Vice President's absence, he shall appoint One or the President shall appoint an Race Director for that race.
7. Shall work in conjunction with the three elected Board of Directors and all elected officers to ensure that all members are assigned to participate in the workload of the Club, that the workload is distributed in a fair and equitable manner and shall notify and enforce penalties for negligence to perform duties.

SECTION C. THE SECRETARY SHALL:

1. Keep records of the proceedings of all general meetings and of the meetings of the Board of Directors.
2. Issue notices of meetings and agendas after consultation with the President.
3. Conduct the correspondence of the Association including QMA national correspondence and membership applications.
4. Have custody of legal records and reports and documents of HQMA.
5. Keep an inventory of all property of the HQMA Association.
6. Notify applicants for membership of their selection for membership.
7. Compile a roster and update as necessary accredited voting members and furnish same to the President at the beginning of the administration and as changes occur.
8. Maintain and publish an up-to-date membership register of all members and committees.
9. Countersign with the President all legal documents of the Corporation by which the Association shall become bound legally to third parties, and only after receiving appropriate authorization from the Board of Directors.
10. Assure car owner members are given a registered number for their car(s) upon receipt of the Safety Committee check sheet prior to the first race of the car(s). Responsible for maintaining an up-to-date list of car register numbers for registration purposes and assigning unused numbers as appropriate.
11. Shall work in conjunction with the three elected Board of Directors and all elected officers to ensure that all members are assigned to participate in the workload of the Club, that the workload is distributed in a fair and equitable manner and shall notify and enforce penalties for negligence to perform duties.

SECTION D. THE TREASURER SHALL:

1. Collect all fees, dues, and insurance premiums.
2. Render and account at each regular meeting of the Association, or more often it required, of all receipts and expenditures.
3. Pay the bills of the Association only after approval by vote of the Association or upon orders or warrants signed by the President.
4. Serve as Chairman of the Finance Committee.
5. Give bond in such amount as the Board of Directors may require, the cost of such bond to be defrayed by HQMA, Inc.
6. Present an annual financial report at the annual meeting (last meeting during the Calendar Year).
7. Submit annual reports for audit.
8. Be authorized to pay all approved bills to up the time the successor is installed, thereby submitting a supplemental report for audit.
9. Notify Association members with unpaid dues not later than January 31, apprising them that their account is delinquent as of January 1, and that if the dues and insurance fees are not paid by the last day of February, they will be dropped from the Association rolls. He shall also advise the President and Secretary of the Association of those with delinquent dues.
10. Transfer ledger and accounts to successor not later than January 1, of the next Calendar Year.
11. Transfer all closed ledgers and other permanent legal documents in his possession to the Secretary for inclusion in the Association's permanent files.
12. Issue checks on the Association bank account, and his signature shall be cosigned by the President or the Vice President.
13. File with the Internal Revenue offices reports of State and Federal income and tax, as applicable to non-profit organizations.
14. Deposit all monies in such banking institution or institutions as shall be determined by the Board of Directors.
15. Shall work in conjunction with the three elected Board of Directors and all elected officers to ensure that all members are assigned to participate in the workload of the Club, that the workload is distributed in a fair and equitable manner and shall notify and enforce penalties for negligence to perform duties.

SECTION E. THE PARLIAMENTARIAN SHALL:

1. Be a person well schooled in parliamentary procedures and shall have a thorough knowledge of the Constitution, Bylaws, and Standing Rules of Procedure of HQMA.
2. Advise the President and the Board of Directors on matters of

parliamentary procedure.

3. Shall serve as advisory member of the Revisions Committee and any other committee as the need arises.

SECTION F. DIRECTOR REPORTS FOR ANNUAL MEETING:

Each officer shall prepare a report of his work, which shall be presented at the HQMA annual meeting, furnishing a copy to the Secretary for the Association's permanent records.

SECTION G. RELEASE OF PROPERTY AND FILES:

Each outgoing officer shall, within one month after the election or not later than January 1 of each year, return properties of the Association which he has in his possession and the files and reports for that office, to the President or the newly elected successor for that office.

ARTICLE VII. BOARD OF DIRECTORS

SECTION A. NAME AND RESPONSIBILITIES:

There is hereby created a Board of Directors to consist of the elected officers, President, Vice President, Secretary, Treasurer, and three elected Board of Directors. All Board of Director need to be full club members and membership fees must be paid before the end of the year. The three Board of Directors shall be elected at the November meeting each even numbered year.

1. The Board shall be subject to the orders of the Association and none of its acts shall conflict with the actions taken by the Association.
2. It shall have the power to act for the Association between meetings as occasion may require.
3. The Board shall advise the Association at each regular meeting of any actions it has taken on behalf of the Association.
4. It shall adopt rules for transaction of the business of the Board, subject to the provisions of the Bylaws.
5. It shall appoint an audit committee to audit the Treasure's records.
6. It shall execute any and all powers given them in accordance with these Bylaws.
7. It shall receive membership applications in accordance with provisions of these Bylaws.
8. The three elected Board of Directors and all elected officers shall ensure that all members are assigned to participate in the workload of the Club, that the workload is distributed in a fair and equitable manner and shall notify and enforce penalties for negligence to perform duties.

SECTION B. SPECIAL MEETING - BOARD OF DIRECTORS:

Special meetings of the Board of Directors may be held at the call of the President, or shall be held on petition of any five members of the Board.

SECTION C. INVITEES TO BOARD OF DIRECTORS MEETING:

Any Committee Chairman may be invited by the President to attend any meeting of the Board in an advisory capacity. Such persons shall have the privilege of the floor, but shall not vote.

SECTION D. LIMITATION OF AUTHORITY FOR BOARD OF DIRECTORS:

The Board of Directors shall not nullify or modify any action of the Association.

SECTION E. QUORUM FOR BOARD OF DIRECTORS MEETINGS:

Fifty percent (50%) of the membership of the Board shall constitute a quorum.

SECTION F. LIMITATION OF FINANCIAL AUTHORITY FOR BOARD OF DIRECTORS AND MEMBERSHIP:

Neither the Board of Directors nor any of its members shall be authorized to transact or obligate the HQMA, INC., to legal matters involving financial obligation that has not been previously approved in the HQMA Budget or without prior approval of the majority of the membership in attendance when the financial obligation is in excess of \$500 per bill.

ARTICLE VIII. MEETINGS

SECTION A. REGULAR MEETINGS FOR CLUB:

Regular meetings shall be held the second Monday of every month except December, the schedule may be changed at the Board of Directors discretion.

SECTION B. TIME AND PLACE:

All regular meetings shall be held at a time and place to be designated by the President and approved by the Board of Directors.

SECTION C. FIRST MEETING OF YEAR - INSTALL NEW OFFICERS:

The first regular meeting of the Calendar Year shall be for the purpose of installing newly elected officers and Board of Directors.

SECTION D. SPECIAL MEETINGS FOR CLUB:

Special meetings may be called at any time by the President, upon request to the President from any five active members, exclusive of elected officers, or any three elected Standing Committee Chairmen, regardless of the wishes of the President.

SECTION E. MANDATORY MEETING:

A representative of each regular membership must attend BOTH the February and October meetings. MANDATORY meetings will be held for purposes of reviewing the HQMA Bylaws and proposed amendments, reviewing the Racing Rules for the upcoming season, appoint committees, and vote for officers.

- a. If you can not attend the meeting for some reason you must obtain Written approval from the elected BOARD OF DIRECTORS.
- b. If you have not joined the club in a timely manner you must attend a Mandatory judging class that will be held during the Novice Training sessions.
- c. Mandatory workdays are scheduled to open as well as close the track

ARTICLE IX. NOMINATIONS

SECTION A. NOMINATION COMMITTEE - WHEN AND HOW FORMED:

The Nomination Committee shall consist of at least three people, but no more than five, elected by the general membership at the August meeting of each year, the person receiving the greatest numbers of votes being named as chairman.

1. The President shall not serve on the Nominating Committee.

SECTION B. NOMINATION COMMITTEE - DUTIES:

The Nominating Committee shall prepare a slate of officers to present to the Association for election purposes at the October meeting. The Nominating Committee shall be governed by the following rules:

1. At least one name shall be placed on the election slate for all elected positions.
2. The consent of the nominees must be secured before their names may be presented.
3. Eligibility limitations are provided for in these Bylaws.
4. Prepare printed ballot of slate of officers and Directors.
5. Chairman of Nominating Committee shall serve as Chairman of tellers at the elections, tellers being appointed at the election meeting by the President.

ARTICLE X. ELECTIONS

SECTION A. ELECTIONS HELD

Elections of officers shall be held at the Mandatory October meeting of each odd year, And elections of the three Board of Directors shall be held at the October meeting of each even year.

SECTION B. PROCEDURES DURING NOMINATION AND ELECTION:

The following procedures shall be followed in presenting the nominations:

1. The Chairman of the Nominating Committee shall present the slate of nominees for office and directorship, as provided for in Article X.
2. The presiding officer shall call for nominations from the floor, for each office separately.

3. No one may be nominated from the floor whose consent has not been previously secured.
4. Voting shall be restricted to duly accredited active members in good standing.
5. Voting by proxy shall not be allowed.
6. In the case of a Regular Membership, only 1 Representative is allowed to vote.
7. Voting shall be by ballot, except in the case that only one candidate for each position is nominated, the election may be by voice vote.
8. Majority of votes cast for any particular office shall constitute an election. In case no candidate receives a majority of the votes cast, a second ballot shall be taken immediately on the two candidates receiving the highest number of votes.
9. Candidates for the positions of officer or Board of Director must be present at the election meeting, unless, for emergency reasons, the candidate cannot attend and advance notice has been made to one of the current officers, and the reason is acceptable by majority vote of the current officers and Board of Directors.

ARTICLE XI. COMMITTEES

SECTION A. STANDING COMMITTEES:

There shall be the following standing committees: Other committees may be created by the President as occasion and necessity may require. All committees shall perform their duties as enumerated below or as outlined and defined by the President. Any member of a committee may request that the Chairman call a meeting. Committees formed without the Chairman being named will elect their Chairmen and report same to the President. Committee members may succeed themselves on the same committee. A majority of the committee members shall constitute a quorum.

1. **Technical** - Responsible for seeing that the QMA rules concerning engines, cars, and equipment are adhered to.
2. **Safety** - Responsible for seeing that QMA rules and regulations concerning safety are adhered to.
3. **Novice Training** – Reports to the Regional Novice Director and is responsible for the conduct of the Novice training program and will see that only well - trained and well - informed drivers are allowed to graduate from the novice class. Shall maintain written records of novice training as required by QMA.
4. **Publicity and Promotion** - Handles all publicity for HQMA, including all radio, TV or newspaper announcements of race results. Responsible for publicity and promotion of Quarter Midget Racing in the area, including displays, printed programs for sanctioned events, and other promotional material as instructed by the general membership.
5. **Scoring** - Responsible for furnishing all scorers, callers, and lap counters at each race, keeping accurate and consistent records for the permanent files of the Association. Responsible for keeping time as

required in the Standing Rules regarding rules for racing, qualifying, and so forth.

6. **Trophy** - Shall review the trophy program before the racing season and suggest changes or recommend that the existing program be adopted for the season.
7. **Maintenance** - Shall be a committee of the whole, with co-chairmen appointed by the President, who shall be responsible for performing all preventive maintenance to any and all property of the Association, or on loan to the Association, and will keep the track and related fixtures in good state of repair and cleanliness, as well as recommend construction of all additional facilities. Responsible for condition of track for race.
8. **Concessions** - Responsible for operating all concessions at HQMA sponsored events, shall maintain an inventory of goods, shall be accountable for all monies from concessions, shall maintain regular books, shall turn in all profits to the Treasurer with a report of same to the President, and shall request an audit of said books each time a change in chairmanship occurs.
9. **Pit Steward and Track Officials** - Responsible for the lineup of all races; maintenance of refueling stations at QMA sanctioned events, keeping cars in assigned pits; and for qualifying all cars.
10. **Finance** - Chairman shall be the Treasurer, responsible for preparing detailed budget for presentation to the Board of Directors for approval not later than March of each year. Items in the budget credited to particular officers, chairmen, projects, or events not used within allocated budget year shall revert to the general fund. The budget shall cover the period January 1 through December 31.

ARTICLE XII CONDUCT, DISCIPLINE, AND EXPULSION OF MEMBERS

SECTION A. CONDUCT OF MEMBERS:

HQMA is a member of the Quarter Midgets of America and, as a result, abides by, and will enforce, the Quarter Midgets of America Code of Conduct. The QMA Code of Conduct is in effect from the time you arrive at the track until the time you leave. All HQMA members and their Families, Alt Handlers, drivers, and crews are expected to act in a manner that is a credit to the sport, both on and off the track facility. Undue disturbances and/or willful damage to others' property will not be tolerated at any event. Those failing to act in a manner that is a credit to the sport are injuring all members and are hampering the very existence and future of Quarter Midgets of America and will be subject to disciplinary measures. The QMA Code of Conduct is available on the QMA website and/or will be provided by the HQMA Secretary.

SECTION B. DISCIPLINARY AUTHORITY:

HQMA reserves the right to enforce penalties for conduct deemed detrimental to the operation of the club. The procedures for disciplinary action, not specifically related to racing, are listed below.

1. First offense during a racing season: Minimum of 2 race suspension for member, car, handler and driver plus \$50.00 fine. The President and Vice President are

authorized to impose this penalty without further approval.

2. Second offense during same racing season: Minimum of 4 race suspension for member, car, handler and driver plus \$100.00 fine. A majority vote of the President or Vice President and three elected Board of Directors must be obtained prior to imposing this penalty; otherwise, a lesser penalty may be agreed to and imposed.
3. Further offenses during the same racing season will be penalized at the discretion of the President or Vice President and the three elected Board of Directors, but the penalty may not exceed a suspension for the balance of the racing season.
4. Persons issued suspensions will not be permitted on the HQMA track surface, hot chute and pit area for the number of racing events specified in the suspension with the exception of performing scheduled job duties. The suspended member may be excused from job duties at the discretion of the Officers and Board. Rained-out events are not counted as punishment served. Any monetary fines imposed must be paid prior to returning to racing. Members who refuse to comply with these terms of penalties shall automatically receive a permanent expulsion from HQMA.
5. As noted above, suspensions are for RACING events and will not be applied to off track activities such as fund raisers, work details and the banquet. Per part 3 above, members CAN be suspended from off track activities should the President, Vice President and Board of Directors feel that it is necessary and appropriate and parts 1 and 2 have been addressed.

SECTION C. TRIAL BY MEMBERSHIP;

For more serious violations which may occur, or in instances where a member brings charges against another member, the following procedure shall be followed:

A member who is charged with misconduct shall be notified of the charge and required to appear before an investigating committee appointed by the Board of Directors. The charged member shall be allowed to choose counsel from the Association. Association members may be examined as witnesses. Members charged with misconduct shall be given the right to resign prior to trial if they so choose. A person so charged after investigation of the committee shall not have any rights of members in good standing except the right to appeal his case to the Association and the right to speak in his own defense at the trial. The order of procedure shall be as follows:

1. If, upon complete investigation, the Committee finds the member guilty as charged, he will be brought before the Association by the Committee for deliberation of penalties.
2. The offending member shall be informed of the charge against him and summoned to appear at the meeting of the Association to stand trial. He must be given adequate time to prepare a defense.
3. The Committee shall report its findings to the society and make a recommendation as to the penalty.
4. The offending member shall either personally or through counsel enter a plea. If he pleads "guilty," the Association, by two-thirds vote, shall pass sentence at once. If he pleads "not guilty," the trial continues as follows:

- a. After all witnesses are called, examined, and cross examined, the defendant, either personally or through counsel, shall make his defense and retire from the room.
 - b. The Association shall debate the question.
 - c. After summation of evidence by the President, the question shall be brought to vote.
 - d. The Association, voting by ballot, shall decide by a two-thirds vote, the innocence or guilt of the charged, and, if found guilty, shall fix penalty.
 - e. The charged member shall be informed by the President of the outcome of the trial.
5. Any member expelled or suspended from HQMA as a result of a trial by the membership shall have no recourse to legal counsel.
 6. Failure to comply with any penalties will result in permanent expulsion from HQMA.

ARTICLE XIII. AMENDMENTS

Amendments of the Bylaws may be proposed at any regular business meeting of the Association, provided that proposed amendments have been presented to the Revisions Committee in due time to provide for written or printed notice of such proposals to be distributed to members for consideration. The Revisions Committee shall review the Bylaws annually before January and presented for vote at mandatory February meeting.

ARTICLE XIV. PARLIAMENTARY AUTHORITY

All questions of parliamentary procedure not covered by these Bylaws shall be decided according to the latest edition of Robert's Rules of Order.

ARTICLE XV. FLOOD PLAIN REMOVABLE PANELS

With the addition to the concession/scoring tower structure which was completed during the summer of 1994, the State of Maryland Water Resources Administration (WRA) required the installation of removable panels. The panels must be removed whenever flood waters are expected to reach the elevation of the structure, such that flood waters would flow through the structure, thus preventing it from floating or being damaged due to the differential pressures which would otherwise be exerted on the walls of the structure during periods of high water. WRA requires designation of individuals responsible for removing the panels. For the Association, these individuals are:

Lester Mowen	(301)	678-5788
Earl Mowen	(301)	739-6184
Royal Robinson	(301)	582-2329

ARTICLE XVI: RACING CLASSES

The Association agrees to accept all racing classes recognized and approved by Quarter Midgets of America (QMA). At the same time, it is recognized that as the number of classes grows, the local curfew may preclude completion of the racing program at some events. In a sense of fairness to those members who previously had made financial

investments to participate in existing classes, in a program whereby they would be able to compete at every race event, it shall be the Association's policy that any new classes will be added to the end of the racing program.

ARTICLE XVII: BANQUET REQUIREMENTS

The racing QMA member who has raced 8 or more races will be invited to attend the Banquet at the end of the season. The racing member may be entitled to all the awards and presentations distributed at the banquet. In the event that a member was not able to fulfill the 8 race obligation, the member is responsible for the balance of the fees or the driver will not be eligible to receive an award. This balance is in addition to any amount being charged to the general membership for the banquet. The goal is to ensure the club does not lose money by providing awards for which sufficient funds have not been collected from the registration fees.

THESE BYLAWS HAVE BEEN CORRECTED
TO INCLUDE ALL CHANGES APPROVED
BY THE H.Q.M.A.
(LAST REVISION: FEBRUARY, 2009)