

# **OHCPRA**

**Oahu Hawaiian Canoe Racing Association**

# **BY-LAWS**

**Table of Contents**  
**BY-LAWS**  
**Oahu Hawaiian Canoe Racing Association**

<u>ARTICLES</u>	<u>PAGE</u>
<b>ARTICLE I -</b>	
Section 1. NAME	1
Section 2. PRINCIPAL OFFICE	1
Section 3. PLACE OF MEETINGS	1
Section 4. SEAL	
Section 5. BOARD MEETINGS	1
<b>ARTICLE II - PURPOSE</b>	
Section 1. ELIGIBILITY	2
Section 2. CLASSIFICATION OF MEMBERSHIP	2
Section 3. APPLICATION FOR NEW MEMBERSHIP	2
Section 4. NEW CLUB QUALIFICATIONS AND REQUIREMENTS	2
Section 5. QUALIFICATIONS FOR ACTIVE CLUB MEMBERSHIP	3
Section 6. ASSOCIATE MEMBERSHIP	3
Section 7. INACTIVE MEMBERSHIP	4
Section 8. REINSTATEMENT OF INACTIVE CLUB MEMBERSHIP	4
Section 9. TERMINATION OR SUSPENSION OF MEMBERSHIP	4
Section 10. NUMBER OF CLUBS TO BE CARRIED	4
<b>ARTICLE IV - MEMBERSHIP FEES AND DUES</b>	
Section 1. INITIATION FEES	5
Section 2. DUES	5
Section 3. FINES	5
Section 4. OTHER FINES AND ASSESSMENTS	5
<b>ARTICLE V - BOARD OF DIRECTORS</b>	
Section 1. MAKEUP	5
Section 2. APPOINTMENTS	5
Section 3. TERM OF OFFICE	6
Section 4. REMOVALS, CHANGES OR SUBSTITUTIONS	6
Section 5. ANNUAL MEETING	6
Section 6. REGULAR MEETING	6
Section 7. SPECIAL MEETING	6
Section 8. NOTICE OF MEETING	7
Section 9. NOTICE UNNECESSARY	7
Section 10. QUORUM	7
Section 11. VOTING	7
Section 12. ADJOURNMENT	7
Section 13. POWERS	7
Section 14. COMMITTEES AND SPECIAL APPOINTMENTS	8

**ARTICLE VI – OFFICERS**

Section 1.	ELECTION OR APPOINTMENT, TERM AND REMOVAL	9
Section 2.	THE PRESIDENT	9
Section 3.	THE VICE-PRESIDENT	9
Section 4.	THE TREASURER	9
Section 5.	THE RECORDING SECRETARY	9/10
Section 6.	THE CORRESPONDENCE SECRETARY	10
Section 7.	THE IMMEDIATE PAST PRESIDENT	10
Section 8.	SUBORDINATE OFFICERS, DIRECTORS AT LARGE AND AGENTS	10
Section 9.	DIRECTORS AT LARGE	10
Section 10.	RACE DIRECTOR	11/12
Section 11.	SALARIES	12
Section 12.	BONDS	12

**ARTICLE VII – AUDIT OF THE BOOKS OF THE ASSOCIATION**

12

**ARTICLE VIII – EXECUTION OF INSTRUMENTS**

12

Section 1. AUTHORIZED SIGNATURES

12

Section 2. FACSIMILE SIGNATURE

13

**ARTICLE IX – GIFTS AND CONTRIBUTIONS**

13

**ARTICLE X – LIABILITY OF OFFICERS AND DIRECTORS**

13

Section 1. EXCULPATION

13

Section 2. INDEMNIFICATION

13

**ARTICLE XI – FISCAL YEAR**

14

**ARTICLE XII – AMENDMENT TO BY-LAWS**

14

**ADDENDUM – OH CRA MEMBERSHIP APPLICATION**

Information for New Clubs applying for Membership  
Membership Application for New Clubs  
Membership Application for New Clubs – Equipment

**BY-LAWS**  
**Oahu Hawaiian Canoe Racing Association**

**ARTICLE I**

**Section 1.1 Name \***

The name of this corporation shall be **OAHU HAWAIIAN CANOE RACING ASSOCIATION** (hereinafter referred to as **OHCRRA**) a non-profit corporation.

**Section 1.2 Principal Office**

The principal office of **OHCRRA** shall be maintained at such place on the island of Oahu, State of Hawaii, as the Board of Director from time to time, shall determine.

**Section 1.3 Place of Meetings**

All meetings of the Board of Directors shall be held on the island of Oahu, State of Hawaii, at the principal office of **OHCRRA**, unless some other place is stated in the call.

**Section 1.4 Seal of OHCRRA**

The Seal of **OHCRRA** shall bear the name of **OHCRRA** as the Board of Directors shall prescribe.

**Section 1.5 Board Meetings**

It is recommended that all meetings be conducted in accordance with the **Roberts Rules of Order**.

**ARTICLE II \***

**PURPOSES**

**Principal Purposes of OHCRRA are to:**

- 2.1** Engage in, promote, encourage participation in and provide education and instruction in Hawaiian culture through canoeing and other related activities on a local, national and international basis.
- 2.2** Encourage, maintain and perpetuate authentic Hawaiian canoe racing and Preservation of Hawaiian Koa canoes; and to teach and preserve the art and culture of Hawaiian canoe racing: And
- 2.3** Promote competitive inter-club, inter-island and international Hawaiian canoe racing. In the pursuit of this purpose, OHCRRA may sponsor and/or conduct canoe regattas and races as may be decided by the Board of Directors. OHCRRA shall also develop or assist in the development of: Race Rules; By-Laws; Code of Ethics; Membership Criteria; and such other materials as it deems necessary for the use and guidance of its members.

## ARTICLE III

### MEMBERSHIP

#### Section 3.1

##### **Eligibility:**

Any qualified canoe club on the island of Oahu is eligible for membership in the Association of OH CRA. A qualified canoe club is defined as a club duly organized under the laws of the State of Hawaii and registered with the Department of Commerce and Consumer Affairs.

#### Section 3.2 Classification of Membership \*

OH CRA shall consist of three classes of membership – A) Active Members, B) Associate Members, and C) Inactive Members.

A. Active Members: An eligible club who participates in regatta races and other OH CRA sponsored races.

B. Associate Members: An eligible club who does not participate in regatta races, but may, at the invitation of OH CRA, participate in other races sponsored by OH CRA. An associate member may speak on any issue but may not vote.

C. Inactive Members: An eligible club who, due to unusual circumstances, may request in writing, to be placed on inactive status. An inactive club relinquishes their voting rights.

(Note: New section approved by the Board of Directors at their Board meeting of 12/03/01 and existing sections 3 thru 9 were renumbered.)

#### Section 3.3 **Application for New Membership:**

All applications for membership in OH CRA shall be submitted to the Secretary, using the application form provided for this purpose, together with the non-refundable application fee, and one year dues.

#### Section 3.4 **New Club Qualifications and Requirements: \*\*\***

- 1) Every qualified applicant eligible for membership shall be admitted as a member of OH CRA upon two-thirds (2/3) vote of the Board of Directors.
- 2) Application forms cannot be changed except at the Annual Meeting or at a duly called meeting for that purpose.
- 3) Applications for membership can be submitted for consideration only during the months of November, December, January and February. \*\*

**Section 3.5 \*\*\*Qualifications for Active Club Membership \*\***

1. It is recommended that an active new club carry a minimum of six (6) crews to be accepted as a new active club.

An active club must carry a minimum of six (6) crews in order to maintain their active status.

(Note: Subsection I was added in 2001, other sections were renumbered accordingly. Section 4 was amended in 1991)

2. It is recommended that each club sponsor or co-sponsor a sanctioned regatta or long distance race each year.
3. Member clubs shall submit in writing to the **OHCRA Race Director**, their intent for sponsorship of regatta and/or long distance races and special events by the annual meeting.
4. All active clubs will fully support all the fund raising efforts of OHCRA as approved by the Board of Directors.
5. All active member clubs of OHCRA that do not own a Koa Canoe will be given two (2) years to obtain one. However, they may apply for a one (1) year extension. The extension request must be submitted in writing prior to the end of the two (2) year period and be approved by the OHCRA Board of Directors.

**Section 3.6 Associate Membership \*\*\***

1. A club wanting to belong to OHCRA, as an Associate member club must submit a letter of intent to the President. This Associate Membership must be approved by the Board of Directors.
2. Associate members will pay annual dues of twenty-five (\$25.00) dollars to OHCRA and the full membership dues to HCRA.
3. Associate members will have no voting rights, however, they may speak on any issue or participate in discussions.
4. Associate members may participate in any activity of OHCRA upon invitation.
  - a. Associate members must participate in at least one (1) OHCRA sanctioned long distance race, excluding Moloka'i Hoe, per year.
5. Associate members will have first preference to become an active member, in the order of request received by OHCRA, over any other applications for active membership.

### **Section 3. 7 Inactive Membership \*\*\***

1. Any member club desiring to become inactive shall submit its desire in writing to the President. Until notification of inactivity has been received, a fine of twenty-five (\$25.00) dollars shall be assessed the member club for non-representation at the general membership meetings. All dues and debts must be paid before active reinstatement.
2. Inactive member clubs shall be barred from any further participation in OH CRA races and activities, but may attend meetings without voting power, or participate in any activities the Board of Directors may allow.
3. A club may remain inactive for a period of no longer than two (2) years.
4. A club which is inactive for more than two (2) years must submit an application for new membership.
5. The two (2) year period will begin from the date the club submits its letter requesting inactivity.
6. Inactive clubs will pay annual dues of twenty-five (\$25.00) dollars to OH CRA and the full membership dues to HCRA during the two (2) year period.

### **Section 3. 8 Reinstatement of Inactive Club Membership**

Any inactive canoe club may become an active member of OH CRA upon resubmission of an application as provided in Article III, Section 2, and payment of current annual dues. An inactive club need not pay the initiation fee again if reinstated within a two year period.

### **Section 3. 9 Termination or Suspension of Membership**

1. Membership may be terminated or suspended for cause, after notice in writing and an appropriate hearing, by an affirmative vote of two-thirds (2/3) of the members of the Board of Directors.
2. Failure to pay Annual Dues within three months after it becomes due.
3. Failure to meet assessments, or payment of fines.
4. Failure to obey the Rules and Regulations of OH CRA.

### **Section 3. 10 Number of Clubs to be Carried**

OH CRA will be made up of no more than twenty (20) clubs including inactive clubs.