

# Deschutes County 4 Wheelers Prospective Member Packet



[deschutescounty4wheelers.com](http://deschutescounty4wheelers.com)

19210 Pinehurst Rd

Bend OR 97703

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Deschutes County 4 Wheelers are proud members of the Pacific Northwest 4 Wheel Drive Association:

The Pacific Northwest Four Wheel Drive Association (PNW4WDA) is a non-profit organization comprised of member clubs and individuals united in a common objective - the betterment of vehicle oriented outdoor recreation while preserving the environment. The PNW4WDA is divided into 8 regions covering Oregon, Washington and Idaho.

The PNW4WDA was incorporated in 1960 as the Pacific Northwest Jeep Association. The name was changed to the Pacific Northwest Four Wheel Drive Association to encourage owners of other models of four-wheel drive vehicles to join.

We are dedicated to preserving our environment for future generations and in that light, provide education and training in a variety of ways. Education is perhaps the only avenue that is sure to bring results.

#### PNW4WDA

##### Mission Statement

The mission of the Pacific Northwest Four Wheel Drive Association is to draw together four-wheel drive enthusiasts, supporters and Land Management Agencies in Oregon, Washington and Idaho to:

- Support 4-wheel drive activities
- Promote responsible use to protect the resources
- Enhance the positive image of the sport and the enthusiasts
- Maintain or improve 4-wheel drive opportunities
- Protect access to public lands

##### The PNW4WDA Code of ethics

As members of the American public who operate four-wheel drive vehicles to access the inspiring scenery of our mountains, deserts, forests, and all the other back country areas of the nation, we will:

Leave the land and its vegetation as we found it. Help conserve plant life and soil integrity by limiting travel to established roads and trails. Avoid cutting switchbacks and driving through meadows, which will leave permanent scars.

Protect the history of the nation by not disturbing old mining camps, ghost towns and other historical or archaeological values.

Respect and help protect the rights and property of miners, ranchers, fishermen, hikers, hunters, bicyclists and other recreationists.

Accept the responsibility of keeping the backcountry beautiful by packing out litter regardless of who left it there.

Extend to those we meet friendship, courtesy and tolerance, as these values are necessary as well as contagious.

Assure, that in all our endeavors, safety is a prime consideration.

Make every effort to apprise ourselves of the ecology, geology, and the history of our environment so that we may fully appreciate and protect our national heritage.

To the best of our ability, educate others by example and deed.

## **RUN AND SAFETY RULES**

### **ARTICLE 1 RUN REGULATIONS**

**SEC 1** Each member and their vehicle must abide by all State and Federal Laws.

**SEC 2** A sanctioned Club run must have 2 or more vehicles participating. ***No-one vehicle should ever go 4-wheeling alone.***

**SEC 3** Removable objects in vehicle must be secured in case of sudden stops or rollover. (I.e. Passenger seat, tool box, ice chest, etc.)

**SEC 4** Members will be responsible for their guests on Club functions. They will inform guests of rules as needed and monitor their conduct.

**SEC 5** Vehicles on the highway in route to a run will have their headlights on, and maintain proper distances so as not to interfere with other traffic. If units get separated in town, notify the trail boss by radio so that a safe location can be selected by him to regroup the convoy.

**SEC 6** Maintain visual contact with the vehicle behind you. If you do not see it, particularly at intersections, stop and wait. The vehicle in front of you will lose sight of you, and so on up the line to the leader.

**SEC 7** Each member will obey the Trail Boss as to the rules of each outing. The trail boss is in charge of the run. His responsibilities are to plan the run and to keep it organized throughout the outing. The run normally consists of a meeting place at which the trail boss outlines the run and goes over additional requirements (tires, safety equipment, etc.) The trail boss plans the complete run (duration and destination) and notifies everyone prior to the event so that they may properly prepare. The group will start and return as a group, avoiding if possible having vehicles break away early. If unavoidable, notify the trail boss of your planned departure route, so that your safe return can be assured. It is not stated that he must be in the lead at all times, but only the trail boss can change the lead vehicle. It is highly recommended that the trail boss familiarize himself with the area before leading the group there. This will avoid running into closures, dead ends, and lack of suitable challenges and play areas.

**SEC 8** There will be no usage of private property without the oral or written permission of the owner. Proper usage of Federal, State, and other Public Lands is the responsibility of each member.

**SEC 9** Participants will not use open cut-outs or exhaust systems while on roads, trails, play areas, or in camp, except at Competition Events where the event rules prevail.

## **ARTICLE 2 REQUIRED VEHICLE EQUIPMENT**

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### **SEC 1 SEAT BELTS**

Seat belts are required for all occupants, even on vehicles originally delivered from the factory without same. No vehicle will be allowed to participate in any event if any of its occupants are not restrained.

### **SEC 2 ROLL BARS/CAGES**

Roll bars are required on all soft-top and removable hardtop vehicles. Roll bars should be commercially manufactured or equivalent. Steel tube minimum wall thickness and diameter are 0.125" & 1.75" respectively. Bolted "Light Bars" will not be accepted in lieu of a roll bar. A full roll cage is recommended in addition to a roll bar.

### **SEC 3 CITIZEN'S BAND RADIOS**

Operational Citizen's Band radios (CH-4) are required in all vehicles, and may be either permanent installation or portable/hand-held models.

### **SEC 4 FIRE EXTINGUISHERS**

A 2-1/2 lb. dry chemical extinguisher with operative pressure gage will be in each vehicle. It must be accessible from the driver's seat.

### **SEC 5 FIRE SEASON EQUIPMENT**

While on Public Lands during fire season each vehicle will carry an axe, shovel, and pail as prescribed in Forest Service Regulations. During off-season, it is recommended a shovel be kept in the vehicle.

### **SEC 6 SPARE TIRE AND JACK**

Each vehicle will have a spare tire and rim of the proper type always. An operational factory jack is acceptable; high-lift type is preferred.

## **ARTICLE 3 RECOMMENDED VEHICLE AND SAFETY EQUIPMENT**

### **SEC 1 FIRST AID KIT**

A well-stocked first aid kit should be in every vehicle.

### **SEC 2 SURVIVAL GEAR**

All vehicles should carry water-proof matches, cutting tool, compass, blanket, drinking water, and essential tools and spare parts.

### **SEC 3 RECOVERY DEVICES**

Every vehicle should carry a recovery strap of at least 20000 lb. rating, with sewn loops instead of metal hooks, and have suitable front and rear attachment points. Chains will not be used for recovery.

### **ARTICLE 4 TRAIL SAFETIES AND ETIQUETTE**

**SEC 1** Obey posted speed limits. The speed limit while camping shall be 5 mph within 300 ft. of camp. Treat it as a safe zone and watch for children.

**SEC 2 a** \$1.00 fine will be enforced for littering, including while driving on runs. Provide a garbage bag for your own trash; don't expect someone else to take care of it for you. Leave area cleaner than you found it.

**SEC 3** There will be no unnecessary display and handling of firearms on runs and campouts. Firearms will only be discharged at a safe and prudent distance from any group of people.

**SEC 4** When stopping on narrow roads and trails park to one side to not block the road. You may not wish to challenge the obstacle the group stopped for, but don't prevent others from moving about to do so.

**SEC 5** Know your vehicle's capabilities. Don't try to out-do them. Always use common sense. Personal safety shall be the primary concern of everyone. Given a choice of person or vehicle, the person always comes first.

**SEC 6** NEVER tailgate a vehicle engaged in overcoming an obstacle; it may need to back up rapidly for reasons unknown to you. Tailgating also severely limits their ability to maneuver safely.

**SEC 7 Avoid** travelling side-hills as much as possible. Never get downhill of a vehicle in trouble. Evacuate people on the uphill side only, and only after weighting or securing vehicle from the uphill side.

**SEC 8** All persons will stay clear of towing and winching operations in case of strap or cable breakage. Winch lines will have a buffer (blanket, jacket, etc.) placed on them to absorb cable inertia in case of failure.

**SEC 9** On overnight campouts be courteous towards your fellow campers regarding noise and driving in camp. Use of campfires shall first be checked with the trail boss. Dogs will be leashed at all times in camp. You may think of him as a member of your family, but others may be bothered by dogs.

**SEC 10** Children are welcomed on all events. They should however be closely supervised especially around moving vehicles and never be left in unattended running vehicles. Keep kids clear of vehicles trying to overcome obstacles and vehicle recovery efforts.

**SEC 11** Dogs are not allowed on normal one-day Club runs.



Travel Responsibly

Respect the Rights of Others

Educate Yourself

Avoid Sensitive Areas

Do Your Part: by modeling appropriate behavior, leaving the area better than you found it, properly disposing of waste, minimizing the use of fire, avoiding the spread of invasive species and repairing degraded areas.

## BY-LAWS INDEX

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### ARTICLE 1 MEMBERSHIP BY-LAWS

SEC 1 In accepting membership in the "DESCHUTES COUNTY 4-WHEELERS", henceforth referred to as the Club, the member hereby agrees, for himself, his heirs, executors, relatives, and guests, to hold the Club as well as any and all members free and blameless for, or on account of, any damages to person/s and/or property which may be claimed by any person/s whomsoever, by reason of participation in any Club activity/event.

SEC 2 All members & applicants for membership will have PL and PD insurance, a valid driver's license, and be age 18 or older. Insurance and license information will be recorded by the Secretary.

SEC 3 Each active membership shall be based on possession of one or more operational "4-Wheel Drive" vehicles. Active membership will cease 90 days after this condition no longer exists.

SEC 4 Each active membership shall include the immediate family less than 21 years of age and shall have no more than two (2) votes. Active membership voting rights are defined as follows:

- a) Membership consisting of a couple, with or without immediate family under age 21 shall have two (2) votes.
- b) Membership consisting of an individual, with or without immediate family under age 21 shall have one (1) vote.
- c) Membership consisting of an Individual between the ages of 18 and 21 shall have one (1) vote.

SEC 5 Each member shall pay dues or assessments as set by the Club, and shall thereafter be entitled to all privileges of the Club.

SEC 6 The Club shall elect whether to be a member of the Pacific Northwest 4-Wheel Drive Association (PNW4WDA) on a yearly basis at the Dec. meeting.

SEC 7 A Member In Good Standing is one who meets the following:

- a) Is 18 years of age or older.
- b) Holds a valid driver's license and insurance.
- c) Owns an operational 4WD vehicle.
- d) Attends the required three meetings and three runs / field events each calendar year. (Social functions are not a substitute for meetings)
- e) Has read and is willing to abide by these By-Laws.

SEC 8 One privilege of membership is the Club's permission to display its logo (sticker) on your 4WD vehicle, camper, jacket, etc...  
Disposal of any of the above items, resignation or termination from the Club requires the immediate removal of the Club sticker.

SEC 9 RESERVE MEMBERSHIP

An active member who has disposed of his 4WD vehicle, and has not acquired another 4WD within the prescribed time limit (sec 3), or due to other circumstances, restoration, rebuild, etc., may elect to be a reserve member, with all privileges except voting and holding office.

SEC 10 HONORARY MEMBERSHIP



A person who has performed some distinguished service for the Club or community, and who is not an active or reserve member, may be elected an honorary member of the Club.

## SEC 11 GUESTS

Invited guests are the responsibility of the invitee, and as such are exempt from certain Run & Safety Rules. Members may invite guests on two outings in any calendar year. Thereafter, they are assumed to be prospective members and need to follow membership application procedure.

## SEC 12 ADMISSION TO MEMBERSHIP AND RESIGNATION

- a) Applications for membership shall be submitted to the Club Secretary or the Trail Boss before a run/event. Eligibility begins upon receipt of properly executed and signed application.
- b) Each prospective member must operate their own 4WD vehicle on three (3) runs and attend three (3) meetings in a consecutive 12 months period.
- c) New members shall be elected by a 2/3 majority of the members present. Discussion regarding new members and voting thereon shall be done after prospective members have been asked to leave the meeting area. Voting shall be by paper ballot and verified by two Club Officers.
- d) Honorary members shall be elected by a majority of the members present.
- e) A member may resign from the Club provided all his indebtedness to the Club has been paid.

## ARTICLE 2 BOARD OF DIRECTORS

SEC 1 The Board of Directors shall consist of the six elected Club Officers.

SEC 2 Directors shall be active members in good standing.

SEC 3 The Vice-President shall be Chairman of the Board of Directors.

SEC 4 The Board shall determine the policies and activities of the Club. The Board will determine disciplinary action as set forth in Article 9.

## ARTICLE 3 OFFICERS AND THEIR DUTIES

SEC 1 The officers of the Club shall be: President, Vice-President, Secretary, Treasurer, and two (2) Delegates.

SEC 2 They shall be active members in good standing at time of election.

SEC 3 Officers shall enter upon their official duties the first meeting in January, and shall serve until their successors are elected.

SEC 4 The duties of the officers shall be as follows:

- a) The President shall preside over and present the program at all general membership meetings and be present at all events when possible. The President shall be executive officer and shall have the duty to carry out the policies and decisions of the Board of Directors. The President shall co-sign checks with the Treasurer unless both are members of the same family. (See Sec 4-c)

SEC 4 (cont'd)

- b) The Vice-President shall, in the absence of the President, serve in his capacity performing all duties of the office. The V-P shall be Chairman of the Board of Directors, empowered to assemble the Board as needed. The V-P should be the Public Relations Chairman of the Club as well as the Safety Chairman monitoring and reporting safety procedures as developed by the PNW4WDA and employed by this club. These positions may be deferred to "Office-Appointive" if so desired by the V-P.
- c) The Secretary shall keep the records and minutes of the meetings and write any required correspondence. The Secretary shall keep record of attendance for all gatherings, as well as date, destination, & miles traveled on Club runs/events. The Secretary shall co-sign checks with the Treasurer in the event the Treasurer and President are members of the same family.
- d) The Treasurer shall collect all monies payable to the Club such as dues, assessments, etc. The Treasurer shall deposit all monies to the Club's financial account, keeping written record of all transactions. The Treasurer shall be responsible for the payment of all authorized bills and co-signs checks. The Treasurer's accounts and records shall be open to inspection at any time by the Board of Directors and other authorized auditors. The Treasurer's books will be audited by the Board of Directors upon termination of office. Expenditures to \$25.00 can be approved by the President. Expenditures from \$25.00 to \$100.00 can be approved by the Board. Expenditures over \$100.00 must be submitted to and approved by majority vote of the members present.
- e) The two elected Delegates shall attend all PNW4WDA area meetings and report to the Club at the next membership meeting. They are empowered to make decisions (cast votes) for the Club at PNW4WDA meetings on issues that they have not been previously instructed on by the membership.

#### **ARTICLE 4 OFFICERS-APPOINTIVE**

Appointive Officers are not members of the Board. These positions are voluntary, or appointed by the President, subject to Board approval.

#### **ARTICLE 5 NOMINATION AND ELECTION OF OFFICERS**

SEC 1 Nominations will be held yearly at the regular meeting in November, and reopened and voted upon in December. Newly elected officers will take office at the January meeting. To achieve a smooth and orderly transition of the Offices, the V-P will call a meeting of the old and new Officers to occur between the regular December and January meetings.

SEC 2 Voting will be by secret ballot, and only active members in good standing may vote. Results will be verified by two (2) Club Officers.

SEC 3 The nominees for offices receiving a majority of votes of the membership present shall be declared elected.

SEC 4 In case of a vacancy in the Office of President, the Vice-President will succeed to that office for the remainder of the calendar year. In the case of a vacancy in the office of the V-P, Secretary, Treasurer, or Delegates, the vacancy shall be filled at the next regular meeting by a majority vote of the membership present.

#### **ARTICLE 6 RECALL OF OFFICERS**

SEC 1 Proven misappropriation of any Club monies constitutes immediate and permanent recall of membership.

SEC 2 Non-attendance of 3 consecutive general or board meetings constitutes automatic recall of office, but not of member in good standing status. Extenuating circumstances shall be reviewed by the Board.

SEC 3 Any Officer or Appointee of the Club may be recalled by a 2/3 majority of the membership present.

SEC 4 A recalled member/officer shall be notified before the next meeting.

#### **ARTICLE 7 PUBLIC ACTIVITIES**

SEC 1 The Club shall not be used in any way for political purposes, nor shall as a Club, actively participate in the political candidacy of a person.

SEC 2 The Club shall have the right to give expression by proper and approved means, on such public questions or proposed Legislation as may affect the Club's interests, or the community in which it is located.

SEC 3 No action on any public question or proposed Legislation shall be taken without the approval of the Board of Directors.

#### **ARTICLE 8 DUES**

- SEC 1 Annual membership dues are non-refundable and are in the \$ amount equal to the monies each membership pays to the PNW4WDA. Dues shall be paid to the Treasurer at the January meeting, and are delinquent hereafter.
- SEC 2 PNW4WDA membership dues shall be paid with the Club dues in January.
- SEC 3 There is no grace period for payment of above dues.
- SEC 4 Members joining after Jan. shall have dues prorated in 1/12 increments.

## **ARTICLE 9 FINES**

- SEC 1 Delinquent dues are assessed \$5.00 per month. (See ART 9, SEC 1)
- SEC 2 \$1.00 fine for litter in the field, each occurrence
- SEC 3 \$1.00 fine for being late over 10 minutes for a run
- SEC 4 \$0.50 fine per voting member late for meeting

## **ARTICLE 10 DISCIPLINE**

- SEC 1 An active or reserve member being ninety (90) days in arrears in payment of dues or other assessments, will automatically stand suspended, and will require a one-time reinstatement fee of \$5.00, plus payment of all arrears and fines to regain member in good standing status.
- SEC 2 Any member charged with conduct unbecoming a Club member, and against whom such charges are sustained by witnesses, may after appearing before the Board of Directors be expelled from membership by a majority vote of the Board. Refusal to meet with the Board to discuss the charges will result in expulsion from the Club.

## **ARTICLE 11 PARLIMENTARY AUTHORITY**

- SEC 1 All meetings of the Club where not stipulated in the By-Laws shall be governed by Robert's Rules of Order, Revised.

## **ARTICLE 12 ALCOHOL AND DRUGS**

- SEC 1 No person, guest or member, shall have in their possession at any time, on any Club function, any illegal drugs what-so-ever. Such possession is deemed "conduct unbecoming a Club member" and requires immediate expulsion from the event, with disciplinary action to follow.
- SEC 2 There will be no open containers of alcoholic beverages in moving vehicles at any time, whether on roads, trails, play areas, or in camp. Anyone found with an open alcoholic beverage container in a moving vehicle will be asked to dispose of same, or be referred to the Board for disciplinary action.

SEC 3 Those attempting to drive while physically or mentally impaired due to alcohol or drugs will be requested to voluntarily release their vehicle to another person. Stronger measures will be employed if needed.

SEC 4 Enforcement of the above is the responsibility of not only the Board, but of all members, and in particular the immediate family.

**ARTICLE 13 TROPHIES AND AWARDS**

SEC 1 Trophies and awards may be awarded to members in good standing holding a valid PNW4WDA card.

SEC 2 In the case of a tie, the flip of a coin will determine the winner.

**ARTICLE 14 EVENTS AND RUNS**

SEC 1 Vehicles may be subject to technical inspection prior to the event or run and shall be disqualified if found to be mechanically unsafe.

**ARTICLE 15 AMENDMENTS**

SEC 1 These By-Laws may be amended at a regular meeting by a 2/3 majority of the members present. Motion for change shall be presented at a regular meeting, reopened for discussion and vote at the next regular meeting.

PRESIDENT \_\_\_\_\_

VICE-PRES \_\_\_\_\_

SECRETARY \_\_\_\_\_

TREASURER \_\_\_\_\_

DELEGATES \_\_\_\_\_

\_\_\_\_\_

**13 FEB 1994**

**AMENDMENT TO THE BY-LAWS**

ARTICLE 1, SEC.12-b BECOMES ARTICLE 1, SEC.12-b-1

ARTICLE 1, SEC.12-b-2

(ADDED THIS DATE)

Siblings of active members, upon reaching the age of 18 years, may apply for Individual Membership in the Club, waiving the ARTICLE 1, SEC.12-b-1 Prospective Member Requirement of attending 3 runs and 3 meetings in the previous 12-month period.

They must meet all other Club requirements to be eligible to be voted into the Club.

**10 APR 1994**

**AMENDMENT TO THE BY-LAWS**

ARTICLE 1, SEC.11 BECOMES ARTICLE 1, SEC.11-a

ARTICLE 1, SEC.11-b

(ADDED THIS DATE)

Only Members in good standing can invite a guest.

Guests and Prospective Members can not directly invite guests; to do so, they must ask a Member, other than their sponsor, to invite their guest.

Members wishing to invite more than one guest shall ask other members to sponsor the additional guests.

**09 FEB 1995**

**AMENDMENT TO THE BY-LAWS**

ARTICLE 1, SEC.12-c

New members shall be elected by a 2/3 majority of the membership present. Prospective Members will be asked to leave the meeting, just prior to adjournment, with the understanding that their eligibility will be openly discussed and voted upon, and the results presented to them within two days thereafter by the Vice-President. Voting shall continue to be by paper ballot, counted and verified by two Club Officers.

*DESCHUTES COUNTY 4-WHEELERS  
PO Box 9252  
BEND, OREGON 97708*

**APPLICATION FOR MEMBERSHIP**

NAME (include all family members) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ADDRESS \_\_\_\_\_

TELEPHONE (home) \_\_\_\_\_ (work) \_\_\_\_\_

EMERGENCY CONTACT \_\_\_\_\_ (phone) \_\_\_\_\_

INSURANCE CO. NAME \_\_\_\_\_ POLICY NO. \_\_\_\_\_

DRIVER'S LICENSE NO. \_\_\_\_\_ (EXPIR.) \_\_\_\_\_

TYPE OF 4-WD VEHICLE/S \_\_\_\_\_

PLEASE LIST YOUR VEHICLE'S ACCESSORIES AND MODIFICATIONS: