

**BYLAWS  
OF  
THE NORTHWEST INTERSCHOLASTIC SAILING ASSOCIATION**

**Article I:  
Directives for Northwest Interscholastic Sailing Association**

- 1.1 Purpose. The purpose of the Northwest Interscholastic Sailing Association (NWISA) is to advance High School sailing within the jurisdiction of the Northwest District of the Interscholastic Sailing Association (ISSA), geographically defined in the current ISSA Directory - Yearbook of High School Sailing.
- 1.2 Activities. All activities of the NWISA shall be conducted in accordance with the policies promulgated from time to time by the Board of Trustees of the NWISA.
- 1.3 Officers. The Chapter officers shall consist of a president, a vice-president, secretary and treasurer and shall be elected among the NWISA Board of Trustees.
- 1.4 Assets. A complete accounting of all funds shall be made to the NWISA Board of Trustees upon request and in any event no less frequently than annually to coincide with the NWISA's fiscal year. All reporting for tax purposes shall be the prerogative and responsibility of the Treasurer.
- 1.5 Budget: All operations of the NWISA shall be conducted in accordance with an annual budget approved by the Board of Trustees.
- 1.6 Appropriations. Appropriations, gifts or grants of money or any other property of the NWISA, or the permission to use any such property, shall be made or given only for the purposes set forth in these bylaws.
- 1.7 Dissolution. The NWISA may be dissolved at any time by the two-thirds (2/3) vote of the Board of Trustees. All assets held in the name of the NWISA are the property of member schools and organizations and, in the event of dissolution; the NWISA shall immediately turn them over in equal parts to the member schools and organizations.

**Article II:  
Board of Trustees**

- 2.1 Number The business and property of the NWISA shall be managed by a Board of Trustees. The board shall consist of one representative from each member school or organization.

- 2.2 Trustees. Trustees shall be appointed by their member school or organization for a term determined by that school or organization.
- 2.3 Meetings. The NWISA Board of Trustees shall hold an annual meeting in the fall of each year for the purpose of electing officers. Regular meetings shall be held at least semi-annually for the conduct of business that comes before the Trustees. Special meetings may be called from time to time as needed.
- 2.4 Voting. Each Trustee shall possess one vote in matters coming before the Board. All voting at meetings of the NWISA Board of Trustees shall be by each member in person and voting by proxy shall not be allowed.
- 2.5 Quorum. One third of the NWISA Board of Trustees constitutes a quorum for the business of the Trustees.
- 2.6 Financial. The Fiscal Year of the NWISA shall be the calendar year. The NWISA shall have an independent audit of its financial records every three (3) years. The NWISA shall approve a yearly budget.
- 2.7 Delegation to Committees. The NWISA Trustees may appoint such committee chairs as necessary to accomplish the purpose of the NWISA. At least one NWISA Trustee will be a member of each committee. Other committee members may be trustees or citizens at large, appointed as the NWISA deems appropriate. The committees shall have and exercise the authority of the Trustees to the extent provided in such resolution and subject to any limitations imposed by law. The Trustees may dissolve any committee established by themselves.
- 2.8 Duties. The Trustees of the NWISA shall conduct the business of the NWISA in accordance with these bylaws and its policies by acting personally, delegating, hiring, contracting or any other means which accomplishes the purposes of the NWISA.

### **Article III Duties of Officers**

- 3.1 President. The President shall exercise the usual executive powers pertaining to the office of the President, shall preside at meetings of the Trustees and perform such other duties as the NWISA Board of Trustees may designate or the President may delegate any duties to another Trustee. The President may be an ex-officio member of the ISSA and shall see that the NWISA operations comply with the purposes and policies of the ISSA
- 3.2 Vice President. The Vice President shall act as President in the absence of the President and shall perform such others duties as the President shall direct.-3-

- 3.3 Secretary. It shall be the duty of the Secretary to keep all records of the NWISA Board of Trustees including but not limited to minutes of meetings, policies, resolutions, and to perform such other acts as the President may direct.
- 3.4 Treasurer. The Treasurer shall receive and be accountable for all funds belonging to the NWISA, pay all obligations incurred by the NWISA when payment is authorized, maintain bank accounts in depositories, maintain the duly adopted budget and render periodic financial reports. The Treasurer will maintain financial records and send appropriate acknowledgments and documents to donors.
- 3.5 Election of Officers. Officers are elected at the annual meeting by a two-thirds vote of the NWISA Board of Trustees. Officers may serve successive terms. Following the election of officers, the ISSA shall be notified of the Chapter's officers.
- 3.6 Terms of Office. Officers shall serve terms of one year from election by the Board of Trustees at their annual meeting.
- 3.7 Executive Committee. The duly elected officers shall constitute an Executive Committee who may, as a quorum of the NWISA Trustees, act for the NWISA in matters of urgency and importance that may arise between regular Trustee meetings.

#### **Article IV Membership**

- 4.1 Membership. Membership in the NWISA will be conferred upon payment of dues, as prescribed in a current schedule, renewable annually.
- 4.2 Meetings. Members are encouraged to attend any meetings of the NWISA Board of Trustees. Agenda items should be conveyed to the President at least one week prior to the meeting.

Adopted 3/17/01 by unanimous vote

Bylaws re-affirmed and changes adopted 12/12/05 by unanimous vote

## POLICIES

1. Semi-annual meetings are to be held in the fall of each year and at the District "Kick-off" regatta, usually the third week in March.
2. Financial decisions outside the budget shall be approved by a two-thirds majority of the Board.
3. Board members will receive an agenda before each meeting.
4. The President and Treasurer sign on bank signature cards. Only one signature is required to withdraw funds.
5. No single member school in the same season shall represent NWISA at both the Mallory and Baker Cup Competitions.

While the District has only one allocation, a school winning both NWISA Mallory and Baker Cup Berths shall have the right to choose the championship it shall attend, that right to be promptly exercised and announced at the close of racing. The NWISA Berth for the remaining championship regatta shall then be awarded to the second place finisher of the Qualifying Regatta.

This policy expires upon ISSA granting two or more berths for Baker Cup or Mallory Cup to NWISA.

Adopted 3/17/01 by unanimous vote

Policies re-affirmed and changes adopted 12/12/05 by unanimous vote