

BY-LAWS
Of the
**KEYSTONE STATE VOLKSSPORT ASSOCIATION
OF PENNSYLVANIA, INC.**

ARTICLE 1 – Name

The name of the corporation shall be the Keystone State Volkssport Association of Pennsylvania, Inc. The abbreviated name shall be KSVA and such abbreviated name shall hereinafter refer to the corporation in these By-laws.

ARTICLE II – Residence

The KSVA, organized under the non-profit laws of the Commonwealth of Pennsylvania, shall have its registered office in the City and County in the Commonwealth of Pennsylvania of the residence of the serving President of the KSVA.

ARTICLE III – Affiliation

The KSVA is chartered by and affiliated with the American Volkssport Association (also known as the AVA), which is in turn affiliated with the Internationaler Volkssportverband E.V. (International Federation of Popular Sports, also known as the IVV).

ARTICLE IV – Purpose

Section 1

The corporation is a non-profit, voluntary membership corporation, organized under the laws of the Commonwealth of Pennsylvania and organized exclusively for charitable and educational purposes under Section 501(c) (3) of the Internal Revenue Code of 1954, as amended (or the corresponding provisions of any future United States Internal Revenue Law), to promote the health, physical

fitness and well-being of the people within its chartered geographical membership area (i.e., the Commonwealth of Pennsylvania). The corporation shall organize, promote and conduct scheduled programs of non-competitive, family oriented, participatory lifetime sports, including, but not limited to, walking (including jogging and running), bicycling, swimming, cross country skiing, and other events as may be sanctioned by the AVA and the IVV for the following specific purposes:

- (a) To act as an official representative of the AVA and IVV within the KSVA's chartered geographical area;
- (b) To develop and implement a program of public information and education to engender an interest in scheduled programs of non-competitive, family oriented, participatory lifetime sports;
- (c) To increase communication among members and volkssport participants through the publication of a Volkssporting in PA brochure and the distribution of information to its member clubs and available to the public;
- (d) To assist in the organization of new volkssport clubs;
- (e) To assist and encourage other organizations to bring the benefits of the volkssporting to their members;
- (f) To provide an understanding of the benefits of participation in organized programs of non-competitive, family oriented, participatory lifetime sports;
- (g) To foster a preventative maintenance concept in personal health care and to promote safe and healthful practices while engaged in these activities;
- (h) To stress the fun and exhilaration of walking (including jogging and running), bicycling, swimming, cross country skiing and other events as may be sanctioned by the AVA and IVV;
- (i) To conduct special volkssport events under the auspices of and in conformity to the regulations and procedures of the AVA and IVV.

Section 2

All activities of the corporation shall be carried on so as to be responsive to the needs of all persons without regard to race, religion, sex, age, national or cultural origin, place of residence, economic circumstances, lifestyle or social status.

ARTICLE V – Membership

Section 1

There shall be three categories of membership:

- (a) **Regular** – Consists of all AVA chartered volkssport clubs in good standing in the geographical region comprising the KSVA. Each regular member shall have one vote and shall be represented by a delegate. The regular members shall comprise the voting membership of the KSVA.
- (b) **Associate** – Open to businesses, corporations or organizations which wish to further the aims of volkssport. This status confers no voting rights. Associate Members shall be prohibited from referring to this status without permission from the KSVA.
- (c) **Honorary** – May be conferred by the KSVA on individuals, clubs or organizations whose actions have assisted or promoted the aims of volkssporting. Honorary members have no voting rights.

Section 2 – Applying for Membership

- (a) Each AVA chartered volkssport club in good standing in the geographical region comprising the KSVA shall have automatic regular membership in the KSVA.
- (b) Any individual or organization seeking Associate membership must apply in writing to the KSVA. The KSVA regular membership shall act on all applications for Associate membership at any meeting of the regular KSVA membership. Such dues as may be established must accompany the application for Associate membership.
- (c) Honorary membership shall be conferred by a two-thirds vote of the regular membership at any meeting of the regular KSVA membership after nomination by any regular KSVA member.

Section 3 – Rights and Obligations of Members

- (a) Every regular member of the KSVA is entitled to participate in activities conducted for members, to file petitions, and to exercise the right to vote on matters brought before the membership
- (b) All members of the KSVA are obligated to:
 - 1. Promote the aims and goals of the KSVA, AVA and IVV to the best of their abilities;
 - 2. Uphold the reputation of the KSVA, AVA and IVV at all times;
 - 3. Obey the By-laws and/or constitution of the KSVA, AVA and IVV;
 - 4. Pay dues and assessments as required.

Section 4 – Dues

- (a) A dues schedule of \$25 for associate membership is established. This will be periodically reviewed by the regular KSVA members at a meeting of the regular KSVA membership.
- (b) No dues or fees schedule shall come into effect by less than a two-thirds vote of the regular members at a meeting of the regular KSVA membership.
- (c) Members are obligated to pay such dues and/or fees as may be established.
- (d) Waivers of dues and/or fees may be approved by action of the regular KSVA membership.

Section 5 – Expiration of Membership

- (a) Regular membership in the KSVA ends upon a member club ceasing to be a member in good standing of the AVA.
- (b) An associate or honorary member may be expelled from the KSVA upon a two-thirds vote of the regular KSVA membership, in response to written documentation that the associate or honorary member has engaged in activities contrary to the aims and goals of the KSVA and the constitution and/or by-laws of the AVA and/or IVV or failure to meet financial obligations to the KSVA, AVA or IVV.

ARTICLE VI – Officers

Section 1

The elected officers of the KSVA shall be:

President
Vice President
Secretary
Treasurer

Section 2 – Eligibility, Procedures and Conditions

- (a) To be eligible to hold any elected office in the KSVA, an individual at the time of election, must be a member in good standing of a KSVA regular member club, must have attained the age of majority and be a resident of the Commonwealth of Pennsylvania.
- (b) Nominations shall come from and be voted upon by the regular KSVA membership at the annual meeting of the regular KSVA membership.
- (c) Terms of the office shall be two years, beginning on the first day of January following the annual meeting in even-numbered years, not to exceed two consecutive terms. *Amended February 1, 2003*
- (d) Each regular KSVA member club in good standing shall have one vote.
- (e) Election shall be by a simple majority of those regular KSVA member clubs in good standing, present and voting. If a simple majority is not reached in the first ballot, the two nominees with the most votes shall run off against each other. If a tie vote occurs three times, lot shall decide the election.

Section 3 – Duties

President

1. Presides over all meetings and prepares agenda of scheduled business.
2. Calls special meetings as needed
3. Appoints committees
4. Plans a tentative schedule of meetings for the coming year
5. Supervises work of all other offices and committees
6. Approves sanctions and brochures
7. Serves as liaison between AVA and Clubs.

Vice President

1. Presides in the absence of the president
2. May also chair committees.

Secretary

1. Notifies members of scheduled meetings
2. Keeps the minutes and makes them available to the members
3. Files copies of reports and correspondence
4. Keeps an inventory of tangible property owned by the club.

Treasurer

1. Handles all KSVA finances
2. Keeps financial statements up to date and available upon request at monthly meetings
3. Prepares an annual financial statement to AVA before November 15 of each year.
4. Files e-postcards with IRS
5. Files After Action Reports quarterly with AVA along with participation fees for KSVA sponsored events.

Section 4 - Succession

- (a) If the KSVA President can no longer serve due to death, resignation or ineligibility, the Vice President of the KSVA shall become the President and serve out the remaining term of the President. If the Vice president cannot serve or declines to serve, then the Secretary of the KSVA shall succeed. If the KSVA Secretary cannot serve or decline to serve, then the Treasurer of the KSVA shall succeed.
- (b) If the KSVA Vice President, Secretary, or Treasurer can no longer serve due to death, resignation, ineligibility or succession to the presidency, an election shall be held at the next meeting of the regular KSVA membership.

ARTICLE VII – Meetings

Section 1

The regular membership annual meeting of the KSVA shall be held every year in the month at a date agreed upon by the members and announced in a KSVA information mailing or electronically. Notification shall be made at least 30 days in advance.

Section 2

The regular membership annual meeting of the KSVA shall be for the purpose of electing officers, receiving reports of officers and committees, and for such other business as may arise.

Section 3

A quorum shall consist of representation from one-third of the regular KSVA member clubs.

Section 4

Each regular KSVA member club in good standing shall have one vote and shall be represented by a delegate. No delegate shall represent more than one regular KSVA member club at a meeting. In case of a tie vote, the KSVA President shall cast a tie breaking vote.

Section 5

The KSVA President may call a meeting of the regular members of the KSVA upon 30 days written notice delivered either in person or by electronically.

Section 6

A meeting of the regular members of the KSVA may be scheduled by the regular members of the KSVA at a meeting of the regular members of the KSVA.

ARTICLE VIII – Executive Committee

Section 1

The elected officers of the KSVA shall constitute the Executive Committee.

Section 2

The Executive Committee shall have general supervision of the affairs of the KSVA between its regular membership meetings, shall make recommendations to the regular KSVA membership, shall perform such other duties as may be specified, and established by the membership. The Executive committee shall be subject to the orders of the regular KSVA membership and none of its actions shall conflict with actions taken by the regular KSVA membership.

ARTICLE IX – Committees

The KSVA President or Executive Committee shall establish such other committees as may be required.

ARTICLE X – Parliamentary Authority

The rules contained in the current edition of Roberts' Rules of Order, Newly Revised, shall govern the KSVA in all cases not inconsistent with these By-laws or any special rules of order adopted by the KSVA.

ARTICLE XI – Amendment

The Executive Committee or any regular KSVA member may propose amendments to the By-laws. Passage shall be by a two-thirds vote of the regular KSVA members present and voting at a meeting of the regular KSVA membership.

ARTICLE XII – Dissolution of the KSVA

Section 1

The KSVA may only be dissolved by the action of the regular membership or by the action of the AVA and/or the IVV.

Section 2

Upon dissolution, all obligations of the KSVA shall be discharged and any remaining funds in the treasury shall be distributed in equal shares to the regular member clubs.

ARTICLE XIII – Concluding Clauses

Section 1

These By-Laws shall be effective after a two third vote of acceptance by the regular KSVA members present and voting at a meeting of the regular KSVA membership.

Section 2

The Executive committee is empowered to make editorial changes in the text, including such changes as ordered by the appropriate authority in accordance with the incorporation in the commonwealth of Pennsylvania.

ARTICLE XIV – Implementing Clauses

Section 1

The terms of the KSVA officers on the effective date of these By-Laws shall end December 31, 2004, a term of 30 months. *Amended February 1, 2003.*

Section 2

The first officers elected under these By-laws shall serve from January 1, 2005 until December 31, 2006, a term of 24 months. *Amended February 1, 2003.*

Adopted May 25, 1991
Revised March 23, 1996
Updated March 23, 1996
Amended February 1, 2003
Amended September 8, 2012

Keystone State Volkssport Association

POLICY 1

Participation Fee Requirements

The Keystone State Volkssport Association (KSVA) shall be paid a participation fee of ten cents for each fee paying participant taking part in an IVV/AVA sanctioned event held in the Commonwealth of Pennsylvania on or after April 1, 1991. A paying participant is considered to be the same class of participants for which the sponsor is required to pay on the AVA National Headquarters the AVA participation fee as reported on the AVA Event After Action Report. (The forms used for reporting Year Round Seasonal events quarterly participation are considered equivalent to the AVA Event After Action report for this Policy). The sponsor of the IVV/AVA sanctioned event who is required to pay the AVA participation fee shall report and pay to the KSVA the KSVA participation fee in the same time frame established for the AVA Event After Action Report; a copy of the AVA Event After Action Report and payment shall be forwarded to the KSVA Treasurer. Failure to pay this fee shall result in that club or organization no longer being considered in good standing and subject to disciplinary action. Payment is not required from a KSVA club for its first two IVV/AVA sanctioned events held in Commonwealth of Pennsylvania in order to ease a new club's financial burden, but a copy of the AVA Event After Action Report shall be forwarded to the KSVA Treasurer. If a KSVA regular member has had an IVV/AVA sanctioned event which has run a loss, the club can submit a written request for an extension to the President of the KSVA. The payment of the fee will then not be due until their request is reviewed and acted upon by a committee consisting of the President, Vice President, and Treasurer of the KSVA. This committee is authorized to either delay or enforce the payment.

Within the Atlantic Region, each state having a participation fee will pay their own state association regardless of the location of the event.

Send a copy of the AVA event After Action Report and payment made out to the order of "Keystone State Volkssport Association" to the KSVA Treasurer.

Effective April 1, 1991

Revised July 24, 1993

Updated 23, 1996

Keystone State Volkssport Association

POLICY 2
Event Scheduling

There shall be no more than two events approved for sanctioning by the Keystone State Volkssport Association (KSVA) for the same dates within the Commonwealth of Pennsylvania within a 75 mile radius of each other. An event date for purposes of the Policy may include multiple events by the same club on the same dates in the same area (for example, a walk/bike/swim or 2 walks and a bike). If another club applies to hold an event on a date within an area with two or more approved events, then all clubs already approved for those dates in the area may agree to let the event date by approved. If they do not all concur, then the new event will not be approved by the KSVA.

Effective October 12, 1991

Revised January 11, 1992

Updated March 23, 1996

Keystone State Volkssport Association

POLICY 3
Support for Clubs

The Keystone State Volkssport Association (KSVA) will provide the following, if requested to member clubs:

- A loan of \$100 for the charter application and first year's dues.
- Equipment loans if available
- Information
- Staffing help for their first events
- A one-time grant of \$100 to existing clubs experiencing financial difficulties.

Effective November 30, 1991

Revised March 23, 1996

Keystone State Volkssport Association

POLICY 4

Event Brochures

The Keystone State Volkssport Association (KSVA) requires that each KSVA regular member will send to the President a final copy of each event brochure and a copy of the AVA Event After Action Report for each event their club held or will hold. If a club has submitted a copy of the AVA Event After Action Report with the KSVA participation fee, this will meet the requirement. The brochures may be submitted periodically, but not less than yearly. If materials for certain events are not available, clubs should inform the KSVA of materials missing.

Effective January 1, 1993, all new brochures issued by KSVA members for Pennsylvania events will include the county (or counties) in which the event is being held.

Effective October 12, 1991

Revised November 28, 1991

Updated March 23, 1996