



Medicine Hat Auto Racing Association (MHARA)

BYLAWS

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ARTICLE 1 - PREAMBLE

The name of the association is "Medicine Hat Auto Racing Association" (MHARA). These bylaws regulate the transaction of business and affairs of MHARA.

ARTICLE 2 - DEFINITIONS

2.1 "Association" shall refer also to MHARA.

2.2 "Bylaws" refers to these bylaws.

2.3 "Board" refers to the Board of Directors.

2.4 "Director" refers to an elected or appointed Board member.

2.5 "Annual General Meeting" (AGM) shall refer to the yearly meeting of the membership.

2.6 "General Meeting" refers to meetings of the members (Feb-Dec).

2.7 "Member" refers to an individual who has fulfilled membership requirements.

2.8 "Majority" means 51%.

2.9 "Special General Meeting" refers to a meeting outside regular Board Meetings and the AGM.

2.10 "Board Meeting" refers to meetings of the Board of Directors.

2.11 "Conflict of Interest" refers to when someone's personal or financial interests could affect, or appear to affect, their decisions or actions.

2.12 "Participant" refers to any person taking part in MHARA events.

ARTICLE 3 - REGULAR MEMBERSHIP

3.1 Membership is open to individuals aged 16+ who submit a registration form and agree to the MHARA Code of Conduct.

3.2 Membership year is January 1 -December 31. New Memberships are not accepted September 30-December 31.

3.3 Fees are set annually by the Board.

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3.4 Returning members have forty-five (45) days to renew before default.

3.5 Applications and fees must be submitted to the Treasurer and/or Secretary or designate.

3.6 The Board may reject applications or renewals.

3.7 Membership may be voluntarily terminated in writing.

3.7.1 Membership may be reinstated with submission of a new registration approved by the Board of Directors.

3.8 A member may be “not in good standing” for harming the association or by violating the Code of Conduct, or has been suspended by the Board and cannot vote at the AGM or General Meetings.

3.9 A member may be expelled by a majority Board vote, with 2 days notice and opportunity to respond. Expelled members may reapply after 1 year.

ARTICLE 4 - JUNIOR MEMBERSHIP

4.1 Membership is open to individuals aged 8–15 who are part of a race team, take part in MHARA events, complete the registration form, and agree to follow the MHARA Code of Conduct.

4.2 Includes one parent/guardian membership with voting rights on behalf of the junior member.

4.3 The junior member or parent/guardian cannot vote or hold a Board position.

4.4 At age 16, junior members must upgrade to a regular membership.

4.5 Junior memberships may be terminated, suspended, or expelled under Sections 3.6-3.9.

ARTICLE 5 - MEETINGS

5.1 General meetings are held monthly (Feb-Dec). Notice is given 7 days prior via email and/or social media.

5.2 AGM is held in January. Notice is given 10 days prior via email and social media.

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5.3 Special Meetings may be called by petition of $\frac{1}{3}$ of members in good standing. Notice will be sent via email and social media 7 days prior.

5.4 Members in good standing for at least 30 days may vote.

5.5 Proxy voting is allowed with notice to the Secretary.

5.6 Quorum for general/special meetings and AGM is: 4 regular members in good standing plus 4 Board members (minimum 8 members).

ARTICLE 6 - BOARD OF DIRECTORS

6.1 The Board is made up of 4 to 12 members, including the President, Vice President, Secretary, Treasurer, Past-President, up to five Directors, and up to two Associate Directors. All Board positions are volunteer roles and Board members must not receive any remuneration.

6.2 The Board of Directors has full control and management of MHARA.

6.3 The Board meets at least quarterly. Quorum is 4 Board members.

6.4 All elected members must sign a confidentiality agreement.

6.5 Conflicts of interest must be declared.

6.6 The Board has final say on new racing classes and mandates class rule packages.

ARTICLE 7 - BOARD RESPONSIBILITIES

7.1 President

- Supervises affairs of MHARA.
- Chairs meetings (Board, General, AGM, Special).
- Signs official correspondence.
- Interprets bylaws, rules, and policies (final authority).
- Assigns duties to other Board members
- Calls meetings

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7.2 Vice President

- Assumes duties of President in their absence.
- Supports the President in oversight of the association affairs.
- Oversee Discipline & Appeal.

7.3 Secretary

- Records and maintains minutes of all meetings.
- Maintains membership applications, renewals, and driver registrations.
- Manages official correspondence and email communications.
- Notifies Board and/or members of meetings and issues notices.
- Works with the Treasurer to ensure timely submission of reports required by law or the association and keep records up to date.

7.4. Treasurer

- Maintains financial records and accounting.
- Deposits funds and manages bank accounts
- Provides monthly and annual financial statements
- Prepares audited financials for AGM.
- Collects membership and driver registration fees.
- Works with the Secretary to ensure timely submission of reports required by law or the association and keep records up to date.

7.5 Directors

- Represent and report concerns of members to the Board.
- Participate in decision-making and governance.

7.6 Associate Directors

- Appointed by the Board of Directors for a one-year term.
- Represent members but cannot vote at Board meetings.
- May vote at general, annual, and special meetings.

7.7 Past-President

- Provides continuity and guidance to the Board.
- Advises on past practices and supports leadership transition.
- Cannot vote at Board meetings.
- May vote at general, annual, and special meetings.

ARTICLE 8 - ELECTIONS

8.1 Members in good standing may run for Board positions (President requires 2 years membership).

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8.2 Board members serve 2-year terms, elected on a rotating basis.

8.2.1 President, Secretary, two (2) Directors, and one (1) Associate Director shall be elected in odd years (2025, 2027, etc.)

8.2.2 Vice-President, Treasurer, three (3) Directors, and one (1) Associate Director shall be elected in even years (2026, 2028, etc.).

8.3 Nominations occur in Nov-Dec.

8.4 Elections at AGM in January by secret ballot.

8.5. AGM proxy voting is the same as 5.5.

8.6 Ties resolved by in-person secret ballot (no proxies).

8.7 Vacancies may be filled by appointment or by-election.

8.8 Directors may be removed by majority vote of members in good standing.

8.9 Missing 2 consecutive meetings without cause results in removal.

8.10. Board members may resign in writing.

8.11 Outgoing Board members, volunteers, and staff must turn over all records and equipment promptly.

ARTICLE 9 - BYLAWS

9.1 Reviewed annually by the Board.

9.2 Changes require special resolution of membership under the Alberta Societies Act, section 1(d).

9.3 Secretary submits approved changes to the province.

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ARTICLE 10 - FINANCIAL AFFAIRS

10.1 Three Board members must be signatories on bank accounts.

10.2 Disbursements require two signatories.

10.3 Fiscal year: January 1 - December 31.

10.4 Books audited annually by a minimum of 2 and up to 4 members.

10.5 Records are available for member review with 30 days' written notice.

ARTICLE 11 - OTHER

11.1 All participants must adhere to the MHARA Code of Conduct.

11.2. Waivers of liability required for non-spectator areas, one waiver per person, per season.

11.3 Participants acknowledge MHARA is not liable for damages except as required by law.

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