

PATC NORTH CHAPTER MINUTES – SECOND MEETING

**November 3, 2018
Gypsy Spring Cabin**

Participants:

North Chapter Officers

Dee Utz (President), David Trone (Treasurer).

North Chapter Committee Chairs

Pete Brown (PA District Manager), Chris Firme (Hikes), Steve Koeppen (Membership), and Tom Rostek (Special Activities & Nominations).

PATC Members

Esther Aulthouse, Sam Aulthouse, Ken May, Bob Miller, Peter Muschamp, Kathy Trone, and Andy Wolfe.

Dee Utz called the meeting to order at 2:45 PM.

OLD BUSINESS

Constitution & Bylaws Committee: Steve Koeppen briefly discussed the process of amending the North Chapter Constitution and Bylaws. Steve presented copies of the North Chapter Constitution and Bylaws showing the proposed changes by strikeouts of old text and highlighted new text. The final copies were also presented and a vote on the amended Constitution and Bylaws was held. The amended Constitution and Bylaws were approved unanimously.

Other:

None.

The November 3, 2018 North Chapter second meeting adjourned at 3:00 PM.

*David Trone
North Chapter Treasurer*

**THE CONSTITUTION OF THE NORTH CHAPTER, PATC
POTOMAC APPALACHIAN TRAIL CLUB—NORTH**

Adopted March 3, 1990

Amended November 13, 1999

Amended November 13, 2004

Amended May 5, 2008

Amended May 5, 2015

Amended November 03, 2018

ARTICLE I. Name. The name of this Chapter shall be the ~~Potomac Appalachian Trail Club—North~~ *North Chapter, PATC. The Chapter shall be a section as provided for in the bylaws of the North Chapter—Potomac Appalachian Trail Club. It shall be established as a chapter of the Potomac Appalachian Trail Club as provided for in the club Bylaws.*

ARTICLE II. Objectives. The objectives of the Chapter shall be to foster and promote the objectives of the club as set forth in the constitution of PATC; to promote trail related activities of special interest to Chapter members and the ~~Southern~~ *South Central Pennsylvania and Central Maryland* areas; to carry out trail maintenance and related *shelter, cabin, and land management* activities undertaken directly by the Chapter; and to provide the opportunity for group enjoyment of hiking, backpacking, and related activities; and to carry out various trail maintenance and other club projects in the geographic area in coordination with PATC Council and/or standing committees.

ARTICLE III. Officers and Committee Chairs. The elected officers of the Chapter shall be a President, a Vice President, a Secretary, and a Treasurer, in accordance with the bylaws. Chairpersons for five standing committees – Hikes, Publicity, ~~Nominations and Coordinated Activities~~, Membership, and Land – ~~shall also be elected in accordance with the bylaws~~ *be appointed by the President subject to confirmation by a simple majority of the other officers.* Descriptions of the function of the ~~se~~ five committees are provided in an addendum to the bylaws. The President shall have the power to establish additional ad hoc committees and appoint their chairpersons as ~~he~~ *he/she* deems necessary.

ARTICLE IV. The Board of Directors. The affairs of the Chapter shall be managed by the Board of Directors. The Board shall consist of the officers and standing committee chairs of the Chapter as described in Article III above, *the immediate past president*, and the Manager(s) of PATC's North Chapter Maryland and Pennsylvania trails. Ad hoc committee chairs are not members of the board of directors. *All members of the board of directors must be PATC members.*

ARTICLE V. Meetings. An annual meeting of the Chapter shall be held in November or December of each year on a date scheduled by the President and announced to the members. Meetings of the Board of Directors shall be held quarterly unless scheduled otherwise by the President with the consent of the Board. Special meetings of the Board or additional chapter meetings may be called by the President as needed.

ARTICLE VI. Amendments. Amendments to this constitution may be proposed by the Board of Directors or by written petition signed by five members and delivered to the Secretary. A notice must be mailed to members at least four weeks in advance of the annual meeting. Amendments to the constitution may be adopted by a two thirds vote of members present at the annual meeting.

BYLAWS

1. **Election of Officers and committee chairs.** Nominations for elected positions shall be submitted by an *ad hoc Nominating Committee of not less than three chapter members whose chairperson is appointed by the President three months prior to the election meeting. The chairperson shall solicit volunteers to serve on the committee.* ~~the committee for Nominations and Coordinated Activities.~~ Other nominations may be made by written petition of five members submitted to the Secretary in advance of the annual meeting. The President, Vice President, Secretary, and Treasurer ~~and standing committee chairs~~ shall be elected for a term of two years by a majority vote of members present at the annual meeting of the Chapter during each odd numbered year and shall assume the duties of those positions on the first day of the next calendar year. *Standing committee chairs appointed by the President shall also serve for a term of two years. Any Standing committee chairs replaced by the President shall serve out the remainder of the two year term.*
2. **Meetings.** A majority of Board members shall constitute a quorum for the transaction of business at any regular or special meeting of the Chapter or Board of Directors. The act of a majority of the Board members present at a meeting at which a quorum is present shall be the act of the Board. The President shall preside at all meetings.
3. **Succession.** The Vice President, and in his or her absence, the Secretary shall act in the temporary absence of the President. In the absence of the Secretary, the Treasurer shall be next in line to succession. Succession to the office of President in the permanent absence of the incumbent shall be in like order. *In the event that an elected office other than the president is vacant for any reason, a replacement officer may be chosen by a majority vote of the remaining officers.*
4. **Membership.** Membership in the Chapter shall be open to the public without discrimination by sex, race, age, religion, or nationality. ~~To vote at meetings, one must be a member of the Potomac Appalachian Trail Club who has requested membership in PATC—North.~~ *A chapter member is defined as a current member of PATC who meets at least one of the three following criteria: (1) is a member of the Board of Directors; (2) has participated in at least four Chapter activities or meetings during the previous calendar year; (3) is a trail, shelter, or cabin overseer or tract manager in the South Central Pennsylvania or Central Maryland areas. One must be a Chapter member to vote at Chapter meetings.*
5. **Rules and Regulations.** The Board may make such rules and regulations as it deems advisable and which are consistent with the constitution and bylaws of the Chapter and the Club.
6. **Amendments of Bylaws.** These bylaws may be amended in the same manner as provided in Article VI for amendments to the constitution.

ADDENDUM TO BYLAWS

Descriptions of Standing Committees

Hikes committee. – Plan and coordinate chapter day hikes, overnight hikes, and backpacking trips. Lead hikes and/or find qualified hike leaders and insure that PATC hike guidelines are followed.

Publicity committee. – Promote PATC and the chapter by providing information on the chapter and its activities to local newspapers, schools, and other organizations. Identify opportunities to participate in events such as Earth Day exhibitions and National Trails Day activities. Work closely with the Nominations and Coordinated Activities committee in community service and outreach related activities. Work with the Membership committee to publicize the chapter and it's activities to potential new members.

~~**Nominations and Coordinated Activities committee.** – Work with the Board of Directors to identify leadership needs within the chapter. Identify and recommend persons having time and qualifications to serve in a leadership capacity and submit nominations for elected positions as specified in the bylaws. Identify opportunities for the chapter to serve the community including local, state and federal in activities consistent with the goals and objectives of the chapter. Develop and maintain resource material for outreach activity. Arrange for presentations to interested groups on PATC and the Chapter. Ensure personnel and logistical support for chapter activities including annual meetings, picnics, and publicity events.~~

Membership committee. – Maintain membership rolls, reply to inquiries for information on PATC or the Chapter, follow up on inactive members, encourage membership participation in chapter activities, and develop activities and events giving special emphasis to integrating new membership into the Chapter.

Land committee. – Seek land in the chapter region for purchase, lease, or for rights-of-way for the protection of trails, for shelter sites, and for cabin sites. Coordinate with the PATC land committees and prepare and present land acquisition/lease/right-of-way proposals to those committees and, as needed, to the PATC executive committee and council. Seek funds for land acquisition from land trusts and other donors.

2018 REVISION NOTES

Blue italic text is new text. Deleted text is indicated by strikeouts.

Current Board of Directors as of November 3, 2018

President - Dee Utz

Vice president - Rick Canter

Treasurer - Dave Trone

Secretary - vacant

Hikes committee chair - Chris Firme

Publicity committee chair - Bob Wise

Activities committee chair - Tom Rostek

Membership committee chair - Steve Koeppen

Land committee chair - Jim Peterson

Immediate past president - Jim Peterson

Pennsylvania District Trails Manager - Pete Brown

Maryland District Trails Manager - Rick Canter

THE CONSTITUTION OF THE NORTH CHAPTER, PATC

Adopted March 3, 1990

Amended November 13, 1999

Amended November 13, 2004

Amended May 5, 2008

Amended May 5, 2015

Amended November 03, 2018

ARTICLE I. Name. The name of this Chapter shall be the North Chapter, PATC. It shall be established as a chapter of the Potomac Appalachian Trail Club as provided for in the club Bylaws.

ARTICLE II. Objectives. The objectives of the Chapter shall be to foster and promote the objectives of the club as set forth in the constitution of PATC; to promote trail related activities of special interest to Chapter members and the South Central Pennsylvania and Central Maryland areas; to carry out trail maintenance and related shelter, cabin, and land management activities undertaken directly by the Chapter; and to provide the opportunity for group enjoyment of hiking, backpacking, and related activities; and to carry out various trail maintenance and other club projects in the geographic area in coordination with PATC Council and/or standing committees.

ARTICLE III. Officers and Committee Chairs. The elected officers of the Chapter shall be a President, a Vice President, a Secretary, and a Treasurer, in accordance with the bylaws. Chairpersons for five standing committees – Hikes, Publicity, Activities, Membership, and Land – shall be appointed by the President subject to confirmation by a simple majority of the other officers. Descriptions of the function of the ~~se~~ five committees are provided in an addendum to the bylaws. The President shall have the power to establish additional ad hoc committees and appoint their chairpersons as he he/she deems necessary.

ARTICLE IV. The Board of Directors. The affairs of the Chapter shall be managed by the Board of Directors. The Board shall consist of the officers and standing committee chairs of the Chapter as described in Article III above, the immediate past president, and the Manager(s) of PATC's North Chapter Maryland and Pennsylvania trails. Ad hoc committee chairs are not members of the board of directors. All members of the board of directors must be PATC members.

ARTICLE V. Meetings. An annual meeting of the Chapter shall be held in November or December of each year on a date scheduled by the President and announced to the members. Meetings of the Board of Directors shall be held quarterly unless scheduled otherwise by the President with the consent of the Board. Special meetings of the Board or additional chapter meetings may be called by the President as needed.

ARTICLE VI. Amendments. Amendments to this constitution may be proposed by the Board of Directors or by written petition signed by five members and delivered to the Secretary. A notice must be mailed to members at least four weeks in advance of the annual meeting. Amendments to the constitution may be adopted by a two thirds vote of members present at the annual meeting.

BYLAWS

1. **Election of Officers and committee chairs.** Nominations for elected positions shall be submitted by an ad hoc Nominating Committee of not less than three chapter members whose chairperson is appointed by the President three months prior to the election meeting. The chairperson shall solicit volunteers to serve on the committee. Other nominations may be made by written petition of five members submitted to the Secretary in advance of the annual meeting. The President, Vice President, Secretary, and Treasurer shall be elected for a term of two years by a majority vote of members present at the annual meeting of the Chapter during each odd numbered year and shall assume the duties of those positions on the first day of the next calendar year. Standing committee chairs appointed by the President shall also serve for a term of two years. Any Standing committee chairs replaced by the President shall serve out the remainder of the two year term.
2. **Meetings.** A majority of Board members shall constitute a quorum for the transaction of business at any regular or special meeting of the Chapter or Board of Directors. The act of a majority of the Board members present at a meeting at which a quorum is present shall be the act of the Board. The President shall preside at all meetings.
3. **Succession.** The Vice President, and in his or her absence, the Secretary shall act in the temporary absence of the President. In the absence of the Secretary, the Treasurer shall be next in line to succession. Succession to the office of President in the permanent absence of the incumbent shall be in like order. In the event that an elected office other than the president is vacant for any reason, a replacement officer may be chosen by a majority vote of the remaining officers.
4. **Membership.** Membership in the Chapter shall be open to the public without discrimination by sex, race, age, religion, or nationality. A chapter member is defined as a current member of PATC who meets at least one of the three following criteria: (1) is a member of the Board of Directors; (2) has participated in at least four Chapter activities or meetings during the previous calendar year; (3) is a trail, shelter, or cabin overseer or tract manager in the South Central Pennsylvania or Central Maryland areas. One must be a Chapter member to vote at Chapter meetings.
5. **Rules and Regulations.** The Board may make such rules and regulations as it deems advisable and which are consistent with the constitution and bylaws of the Chapter and the Club.
6. **Amendments of Bylaws.** These bylaws may be amended in the same manner as provided in Article VI for amendments to the constitution.

ADDENDUM TO BYLAWS

Descriptions of Standing Committees

Hikes committee. – Plan and coordinate chapter day hikes, overnight hikes, and backpacking trips. Lead hikes and/or find qualified hike leaders and insure that PATC hike guidelines are followed.

Publicity committee. – Promote PATC and the chapter by providing information on the chapter and its activities to local newspapers, schools, and other organizations. Identify opportunities to participate in events such as Earth Day exhibitions and National Trails Day activities. Work closely with the Nominations and Coordinated Activities committee in community service and outreach related activities. Work with the Membership committee to publicize the chapter and it's activities to potential new members.

Activities committee. – Identify opportunities for the chapter to serve the community including local, state and federal in activities consistent with the goals and objectives of the chapter. Develop and maintain resource material for outreach activity. Arrange for presentations to interested groups on PATC and the Chapter. Ensure personnel and logistical support for chapter activities including annual meetings, picnics, and publicity events.

Membership committee. – Maintain membership rolls, reply to inquiries for information on PATC or the Chapter, follow up on inactive members, encourage membership participation in chapter activities, and develop activities and events giving special emphasis to integrating new membership into the Chapter.

Land committee. – Seek land in the chapter region for purchase, lease, or for rights-of-way for the protection of trails, for shelter sites, and for cabin sites. Coordinate with the PATC land committees and prepare and present land acquisition/lease/right-of-way proposals to those committees and, as needed, to the PATC executive committee and council. Seek funds for land acquisition from land trusts and other donors.

2018 REVISION NOTES

Current Board of Directors as of November 3, 2018

President - Dee Utz

Vice president - Rick Canter

Treasurer - Dave Trone

Secretary - vacant

Hikes committee chair - Chris Firme

Publicity committee chair - Bob Wise

Activities committee chair - Tom Rostek

Membership committee chair - Steve Koeppen

Land committee chair - Jim Peterson

Immediate past president - Jim Peterson

Pennsylvania District Trails Manager - Pete Brown

Maryland District Trails Manager - Rick Canter