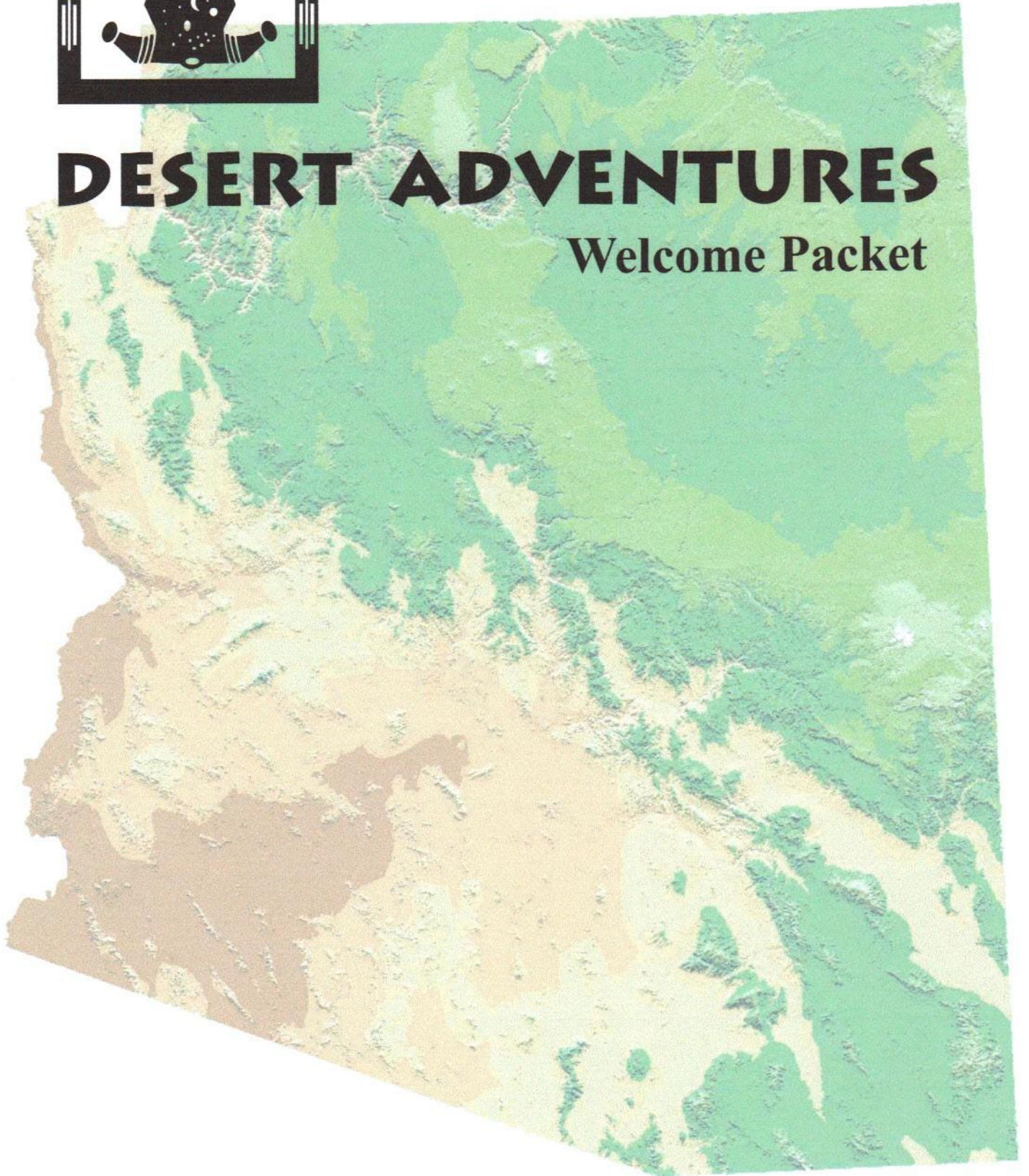




DESERT ADVENTURES

Welcome Packet

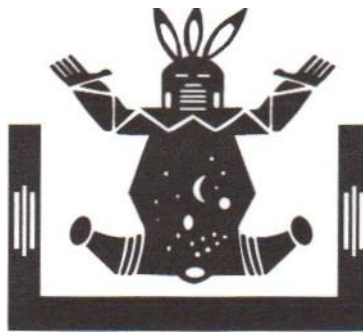


The officers and members of Desert Adventures thank you for the submission of your membership application and payment of your annual dues. We are all very proud of our organization and hope that you will find considerable enjoyment and satisfaction from the varied activities offered. We are sure you will find the members to be warm, friendly, and helpful. We hope you will make many good friendships from your association with Desert Adventures.

OUR HISTORY

Desert Adventures was founded in March of 1980 by a group of people who got together one night for dinner and found themselves discussing the need for an alternative and better way to meet people and socialize, other than in the bars. From that meeting arose Desert Adventures, an organization designed primarily to provide camping and hiking activities for members of our community. Since then, Desert Adventures has expanded its activities to include various indoor and other outdoor recreational activities.

Desert Adventures is incorporated in the State of Arizona as a non-profit corporation, and the club has tax-exempt status from the Internal Revenue Service. However, fees or charges paid to Desert Adventures are NOT tax deductible for income tax purposes.



OUR LOGO

'How did we come to choose the 'Father Sky Yei' for the Desert Adventures logo? It all started when we decided to have some t-shirts made to promote the club and the club had no logo. No one had any ideas, so I decided to go to the public library on Central Avenue. Since we wanted a Logo with a southwestern flavor, I went to the Arizona Room to look through all the books and magazines that had something to do with Arizona culture. While going through some old magazines, I came upon an old photograph that showed a Navajo Shaman and a traditional sand painting that he had been working on. In the next picture, a Navajo woman was sitting in the middle of the sand painting, and the Shaman was reciting some sort of incantation. Apparently, by sitting on the sand painting and saying the right words, a person could be protected from all diseases. I felt that this was so apropos to our community and lifestyle that I decided to find out just which 'yei' the Shaman had painted in the sand. It turned out to be the 'Yei' called 'Father Sky'.'



"Father Sky Yei' symbolizes health and protection from diseases. The black bars are called 'The Bars of Happiness' and symbolize happiness and good times. Beige t-shirts were used to represent the down-to-earth color of the sand that the 'Yei's ' are normally painted on."

"D.A. + healthy environment + good times + down-to-earth organization = a winning formula/ "

--by: Brian Evitch, Founder of Desert Adventures

(August 14, 1949 to April 13, 1993)

Membership Advantages

As a member of Desert Adventures, you are entitled to attend all of our trips and activities. Our ability to obtain group rates and discounts is passed on to you in the form of reduced fees and charges. Our three quarterly members' parties offer the opportunity to get together for recreational-type activities, socializing, and of course sampling each other's favorite recipes. You will also receive our weekly E-mail blast, which will provide you with information regarding future events.

Membership Responsibilities

Desert Adventures is strictly a volunteer organization drawing from the talents, time, and efforts of its members to organize and lead trips and activities. The pleasure we derive from Desert Adventures is limited only by the time and energy our members are willing to contribute to the club. We sincerely hope that you might find the time and energy to help us in scheduling, promoting, and leading trips and/or activities.

You also have the right to participate in the operation of Desert Adventures by voting and running for elected offices. You can also participate by attending our Social and core group meetings and offering your observations and ideas about our future course. We have many dedicated and hard working members who truly make the difference for us. As with any volunteer organization, we can always use new talent, and hopefully you will become one of those members who will help us make the difference.

Even if you are not able to help lead a trip or take an office, your participation in our activities is of equal importance to our future and just as appreciated. We offer a wide variety of trips with varying fees so you can find the right activity for you. Attend them all! Attend once in a while! But please try to attend as often as you can.

Membership Philosophy

The members of Desert Adventures are all special people and are outstanding representatives of our community. We hope you will appropriately show your "pride" in yourself, Desert Adventures, and your community. Desert Adventures is an apolitical social organization. The by-laws establish Desert Adventures as an organization created to provide for a network of sharing in social and recreational activities for its membership and members of the community.

It is not the intent of this section to suggest or require any specific standard of conduct or moral ideal upon the membership of Desert Adventures. All people retain the right and privilege of individual freedom of choice and expression. Desert Adventures has, however by inclusion within its incorporation papers and adopted by-laws, expressed its position that we all have a basic yet significant responsibility to each other. This responsibility is decidedly directed toward our establishment of certain rules that may be applied from time to time in an attempt to maintain a level of safety and friendliness among our members. To this end, we have, by extraction of views from the adopted by-laws, set down the following as reasonable philosophical expectations for the members of Desert Adventures

1. Members should realize and understand the fragility of nature and exhibit a high level of respect for the environment in order to maintain its continuing integrity and beauty.
2. Members should accept the concept of leadership and the basic responsibilities for personal involvement.
3. Members should respect each individual's right to privacy, as well as his or her right to maintain confidentiality in his or her lifestyle.
4. Desert Adventures does not tolerate the use of drugs, drunk and disorderly conduct, physical violence, verbal abuse, lack of courtesy toward other members, poor judgment in the use of weapons, or behavior that in the unanimous opinion of the officers, detracts from the dignity of our members, Desert Adventures, or our community.

Involvement in Sponsored Activities

Membership in DA is restricted to those people 21 years of age and older. This restriction is necessitated by the laws of the State of Arizona governing the use and consumption of alcoholic beverages. This restriction provides that no one under the age of 21 may attend any DA sponsored activity where alcoholic beverages may be served or available. In such cases when no alcohol is available, no one under the age of 18 may attend (guests over 18 would then be welcome). Please consult an officer for complete details of the age and attendance, restrictions and requirements.

Members are encouraged to bring guests to our activities, but they will be charged a higher fee and will be required to provide proof of age, prior to participating in any DA sponsored activity. Please, do not embarrass your trip leader, officer, or other members by attempting to avoid these provisions.

Meetings

Our Social meetings are held throughout the year. They are usually located at local Phoenix restaurants. Please check our E-mail Blast or website, DesertAdventures.org for the location and date.

Our Core Group (consisting of elected officers, appointed officers, and all interested members) meets each month. The meeting location is posted on the website and E-mail Blast. The Core Group meeting is our business meeting where the direction and course of Desert Adventures is planned and charted. Everyone is always welcome.

Thank You

The remainder of this handbook includes your copy of the Desert Adventure by-laws. The by-laws have been approved by the membership, and you are encouraged to familiarize yourself with them.

Should you ever have ideas, concerns, or questions related to Desert Adventures, please feel free to email or meet with any of the officers. Remember, this is your organization, and with your support, involvement, comments, and suggestions, it will continue to be the great organization it has been. The DA Information E-mail is DA411@DesertAdventures.org and our website is: DesertAdventures.org.

DESERT ADVENTURES, INC.: BY-LAWS

ARTICLE I

NAME, LEGAL RIGHTS AND RESPONSIBILITIES

SECTION 1

- A. INCORPORATION: Desert Adventures, Inc. (aka: DA, Desert Adventures, hereafter known as DA in this document) is a legally recognized non-profit corporation of the State of Arizona. This was made effective on April 11, 1990.
1. Arizona Incorporation # 222780.
 2. DA is required to file an annual report with the Arizona Corporation Commission by April 15th of each year.
 3. The appointment of a Statutory Agent is required by the Arizona Corporation Commission (ACC). The Officers can appoint a Statutory Agent whenever they deem it necessary. The agent, whose name is on record with the ACC, is appointed by the Officers and receives any legal documents served on Desert Adventures Inc. There is no limit on the number of years he/she can serve. The Statutory Agent can resign the position; however, he/she must do so in writing to the Officers.
 - a. The Officers have appointed Mr. Tom Blumhart as the initial Statutory Agent.
- B. INTERNAL REVENUE REQUIREMENTS: DA is a corporation exempt from Federal Income Tax under Section 501-A as described in 501-C7 of the Internal Revenue Code of 1986. Payments or contributions to DA are not tax deductible under this section.
1. DA is required to file a Federal Tax Return Form (#990) by April 15th of every year.
- C. NAME & LOGO COPYRIGHT: Desert Adventures has filed the following names with the Arizona Secretary of State for copyright and trademark protection:
1. The name DESERT ADVENTURES, INC. is renewable every 10 years. The name was last registered in June, 1989.
 2. The logo, which is known as Father Sky-Yei, is an Indian symbol for health and happiness. This is renewable every 15 years. The logo was last registered in 1980.
 3. DA must file renewal of the name and logo with the Secretary of State in order to continue protection of the name and logo.
 4. Use of the name and/or logo is strictly prohibited without the written consent of the Officers of DA.
- D. FISCAL YEAR: The fiscal year of the corporation shall be December 31 of each year.

ARTICLE II

PURPOSE AND OBJECTIVES

SECTION 1

- A. DA has as one of its major goals to protect the beauty of the environment. It can do this by teaching its members how to respect and appreciate the natural wonders of this earth.
- B. DA provides indoor and outdoor activities for adults. The activities include wilderness experiences and leadership opportunities for its members who are interested in a network for sharing positive social experiences and healthy recreational activities.
- C. DA will not discriminate on the basis of race, color, creed, gender, national origin, persons with disabilities, or sexual orientation.

ARTICLE III MEMBERSHIP

SECTION 1

- A. MEMBER IN GOOD STANDING: Any person, who is at least twenty-one (21) years of age, may be a member in good standing providing they have signed the annual membership application and waiver, and paid their annual membership dues. A member is expected to follow the rules and regulations as listed in the Members Handbook.
- B. MEMBER BENEFITS: Entitles members to:
1. Participate in DA activities at a special rate.
 2. Vote at election of officers.
 3. Run for elected office providing they have been a member in good standing for one year.
 4. Be appointed to club committees and positions.
 5. Attend three (3) members' parties a year at no cost.
 6. Receive weekly E-mail Blasts.
 7. Attend Core Group meetings. All members shall have the right to be involved in any activities and the decision making process of the organization through its participation in the Core Group meetings, held monthly. Such involvement is highly recommended and encouraged.

- C. RENEWING MEMBERSHIP: Membership will be renewable annually on the member's anniversary date.
- D. AMENDING AND REVIEWING BY-LAWS: Any member can review the By-Laws by making a request of the Vice President. The membership shall be the only body authorized to approve and/or otherwise amend these By-Laws. A copy of the By-Laws shall be provided to each new member.
- E. MEMBERSHIP DUES: Membership dues are \$25.00 a year for all members. Any change in the dues structure will require an amendment to these By-Laws.
- F. ELECTS OFFICERS: Only members can elect and/or remove the officers.
- G. SOCIAL MEETINGS: Members are encouraged to attend all Social meetings, which are held throughout the year.
- H. REMOVAL OF A MEMBER: A member may be removed for cause by the unanimous vote of the Officers. The use of drugs, drunk and disorderly conduct, physical violence, verbal abuse, lack of courtesy toward other members, poor judgment in the use of weapons, and not following certain restrictions and regulations as stated in the Members Handbook are considered cause for removal.
- I. RESTRICTIONS FOR NON-MEMBER ATTENDANCE: No person under the age of 18 shall be permitted to attend any DA sponsored activity or event, which is scheduled for the members. No person between the ages of 18 to 21 shall be permitted to attend a DA sponsored activity or event, which is scheduled for the members, unless the activity or event is exempted from this restriction by the Core Group. An exemption for an activity or event, in order to include persons between the ages of 18-21, shall be granted only if all of the following conditions apply:
 - 1. Community attendance is directly involved, and
 - 2. The consumption of alcohol is not involved, and
 - 3. Liabilities are contractually assumed by a third party.

According to the Law in Arizona, a minor is defined as any person under the age of 18. Also, the legal age for consumption of alcohol is 21. This restriction is taken to insure the tranquility of DA sponsored activities, for the protection and safety of members and for the preservation of the high ideals and standards of Desert Adventures, Inc.

ARTICLE IV GOVERNMENT, ORGANIZATION AND OFFICERS

SECTION 1

- A. MEMBERSHIP, CORE GROUP, AND OFFICERS: The organization of DA is comprised of three levels:
 - 1. The Membership.
 - 2. The Core Group; consisting of the Officers and Chairpersons of various committees, and members interested in attending.
 - 3. The Officers; consisting of President, Vice President, Secretary and Treasurer.

SECTION 2

- A. ELECTED OFFICERS: All Officers of the organization shall be elected by members. No Officer can be an ex-officio of the elections committee. All Officers must have been an active member for at least one year immediately prior to their nomination and election.
 - 1. President: The President shall preside over all meetings and functions of DA including serving as chairperson of the Core Group. The President will serve as an ex-officio member of all standing committees except where restricted.
 - 2. Vice President: The Vice President shall be responsible for all presidential duties unable to be performed by the President and for working with the President in a cooperative manner as to improve the goals of the organization. In addition, the Vice President shall be responsible for perusing the Incorporation Articles and the By-Laws to make sure the corporation is operating under its Articles and Laws at all times and to make sure that all Articles and Laws are current. If any changes are to be made in the By-Laws, the Officers or any member may propose amendments to the Vice President. The Vice President shall also be responsible for maintaining all historical records, documents, forms, equipment, memorabilia etc. belonging to DA
 - 3. Secretary: The Secretary shall maintain the official minutes of all Social meetings (especially the annual meeting), executive meetings, meetings of the Core Group, and any other special meetings called by the President. The Secretary shall be responsible for all official correspondence of the organization.
 - 4. Treasurer: The Treasurer shall be responsible for all of the financial affairs and records of the organization as enumerated in Article V - Finance of these By-Laws. The Treasurer is responsible for filing all documents with the Arizona Corporation Commission, the Secretary of State and the Internal Revenue Service in a timely manner on the deadlines specified by each of these government entities. Failure to file the proper papers with the Internal Revenue Service will result in substantial "fines" payable to that government entity.
- B. REMOVAL OF AN OFFICER: Any Officer may be removed for failure or inability to perform his /her duties which are specified in these By-Laws. If a member chooses to take this action, care must be taken to avoid any malicious, scandalous or unfounded allegations. The total cost of the removal process will be the responsibility of the member making the allegations. The process for removal shall be the following:

- Step 1. A member(s) seeking the removal of an Officer(s) must personally present a letter to the Core Group stating their intentions and explaining why they seek removal of the Officer(s).
 - Step 2. The member(s) seeking removal of the Officer(s) then must have a petition signed by one-third of the up-to-date paid membership. The signed petitions must be completed within 60 days of presentation of the letter to the Core Group.
 - Step 3. The petitions will be presented to the Core Group. The names of the signers will be checked against the membership list for accuracy by the Standing Elections Committee.
 - Step 4. If the signatures are found to be valid, a special recall election will be held. The Standing Election Committee will be responsible for preparation and counting of the ballots. The Membership Chairperson will verify the membership of a voting member before a ballot is mailed.
 - Step 5. Members will be asked to vote for or against removal of the officer. The ballot will include a short statement identifying the reasons why the Officer should be removed; and the Officer will have an equal amount of space to answer the charges. A two-thirds vote for removal by the members voting will remove an Officer.
 - Step 6. If the Officer is removed, a special election will be held within 30 days to replace that Officer.
 - Step 7. Election procedures for replacing the removed officer shall follow the time frames and intent of Section 5 - Election Procedures of these By-Laws.
- C. REPLACING AN OFFICER: Should an Officer resign, become inactive, or die, the Officer shall be replaced by a majority vote of the remaining Officers to serve the unexpired term of the officer.

SECTION 3

- A. APPOINTED COMMITTEE CHAIRPERSONS: Only members in good standing can be appointed to the following positions. All committee chairpersons are appointed by and responsible to the Officers. Officers may remove a chairperson for cause by a unanimous vote.
1. Membership Chairperson: This person shall be responsible for developing and maintaining and initiating membership drives, updating membership lists and insuring the protection of that list. No DA membership list, or any information contained therein, can be sold, given or divulged to any individual, including members, or any other organization.
 2. Activities Chairperson: This person shall be responsible for developing and maintaining a schedule of activities for the membership. He/she shall insure that trip leaders are members of DA, properly appointed and apprised of their responsibilities. The chairperson will oversee the trip fees charged for DA activities. To preserve the confidentiality of members, all sign-up and trip sheets are to be collected by the Activities Chairperson.
 3. Digital Information Coordinator: The Digital Information Coordinator shall be responsible for transmitting the E-mail Blast to the membership. Other persons interested in DA may receive a complimentary E-mail Blast.
 4. Audit Committee Chairperson: A committee consisting of at least three (3) people (including the Chair) shall be responsible for auditing the Treasurer's books once a year. The audited reports will be presented to the membership and/or published in an E-mail Blast. The Treasurer shall assist this committee in an ex-officio capacity.
 5. Nominations and Elections Committee Chairperson: A committee of at least three (3) people (including the Chair) shall be responsible for presenting a slate of Officers each year to the membership and overseeing the annual election.
 - a. Nominations: This committee will seek eligible people to run for office. The slate will be posted on the DA website in January of each year.
 - b. Elections: For the annual election in March, this committee shall be responsible for activating voting on the web site and sending out an E-mail Blast notice to all members by January 15th of each year; they shall also be responsible for **verifying the electronic ballots** announcing results on the DA web site in March of each year. Notification of the election of Officers will be in the next E-mail Blast.
 6. Management and Budget Committee Chairperson: A committee consisting of members who have accounting and business experience will be asked to serve on this committee. This committee will assist the Officers in the managing and budgeting of the corporation's finances.
 7. Community Relations Committee Chairperson: *This committee will act as liaison with the Gay and Lesbian Community. Such duties should include, but will not be limited to organizing DA's representation at Gay Pride and AGRA. It would also include any other activities involving the Gay and Lesbian Community as a whole. {Added by amendment 9-26-95}*
 8. Archives Chairperson: *This person will act as support for the Vice President concerning items of the inventory and record control, (see Article IV, Section 2, A-2). (Added by amendment 9-26-95)*

SECTION 4

A. CORE GROUP

1. The Core Group shall be comprised of the elected officers, appointed Committee Chairpersons, and any member in good standing who wishes to attend the monthly Core Group meetings. The President shall preside at these meetings. The President shall have the authority to call a special Core Group meeting for the purpose of acting

- on any significant matter affecting the organization.
2. The Core Group shall be the forum for discussing and moving upon all matters to come before the corporation. The purpose of this group is to provide maximum input from the membership for the discussion and/or implementation of all matters directly and/or indirectly affecting the organization. Only elected officers shall have the right to vote, move, second, or otherwise act upon any such matters to come before this group.
 3. *In the event of a tie vote of the elected Officers, the matter will be voted upon by the attending non-elected core group members. The majority vote of such core group will determine the outcome of the vote. The core group may choose to defer the issue and the tie breaking vote to the next Social Meeting Agenda. The General Membership will, therefore, hear the discussion of the issue and a majority vote, thereof will determine the tie breaking vote. (Added by amendment 9-26-95)*

SECTION 5

- A. ELECTION PROCEDURE: All Officers shall be elected for a term of one year by a majority (one more than half of the votes received.) There will be no limit on the number of terms of office. The following procedures shall be in effect to elect an Officer of DA:
1. Nominations for an elected position in DA shall be accepted only during the April Social meeting. Nomination and Election rights shall be extended to all such members who are in good standing. Nominees present at the April meeting must accept or decline the nomination before the nominations are closed. Nominees not present at the April meeting must be contacted and accept the nomination before being listed on the official ballot.
 2. The Nominations-Elections Chairperson of DA shall insure that a "Notification of Open Nominations" and a "Notification of Elections" is sent to the members in a timely manner.
 3. Within ten days (10) of the close of the April Social Meeting, the Nominations-Election Committee shall send an E-mail Blast to all members in good standing informing them that voting is now active on the web site. Voting via the web site will be disabled at start of the May Social meeting.
 4. The elections shall conclude at the call to order of the May Social Meeting. A majority of the votes received will elect an Officer. The Election Committee shall count the ballots, certify the election process, and announce the results of the election.
 5. The newly elected Officers shall take office effective the first Tuesday of June. The outgoing Officers shall assist the newly elected Officers in the proper transition of responsibilities during the interim.

ARTICLE V FINANCES

SECTION 1

A. GENERAL PROVISIONS

1. The income of DA shall be derived from membership dues, trip fees, sales of memorabilia, fund raising activities, and donations.
2. The expenses of DA shall be for administrative costs including but not limited to web site, trip notes, Correspondence, postage, rentals, and other such expenses. All expenses shall be paid by DA check to the extent practicable and shall require the signature of at least two elected Officers of DA. *There shall at no time exist a formal or informal petty cash account. (Added by amendment 9-26-95)*
3. Any purchase of equipment, supplies, or services (except trip or activity related) costing up to and including \$50.00 may be made with the approval and consent of any one Officer and the Treasurer. All purchases exceeding \$50.00 shall require the approval of a majority of the elected Officers with the advice of the Core Group.
4. Under no circumstance shall any officer or trip leader (elected or appointed) be compensated for work performed as required by or incidental to their office or scope of responsibility.
5. Outside paid professional services may be retained by DA if required and specifically approved by the Core Group. No DA Officer (elected or appointed) may be retained as an outside paid professional service for any purpose regardless of need or services required by DA. The avoidance of the existence or appearance of a potential conflict of interest shall be maintained at all times and shall not be abridged by the Core Group or General Membership of DA.

SECTION 2

A. FINANCIAL RECORD KEEPING

1. All monies collected and/or disbursed by DA shall be recorded by and under the direct control of the Treasurer. An accounting of all income and expense, assets and liabilities shall be presented to the Core Group each month by the Treasurer. A summary of this financial information shall be published on the web site.
2. The Treasurer shall create and maintain proper accounting records and accounts for all income, expense, asset and liability items of the Corporation in order to meet the accounting and recording standards required by the

various governmental agencies to which DA is responsible. The General Ledger accounts and subsidiary records shall be maintained on a partial accrual basis designed to meet these requirements.

3. The Treasurer, with the Management and Budget Committee, shall insure that the DA Accounting Procedures Manual is maintained in proper order and that it is in conformity with Generally Accepted Accounting Principles.

SECTION 3

A. AUDIT

1. The Audit Committee shall conduct a review and audit of the books and records of the Corporation to insure the accuracy, propriety, timeliness of reporting, and conformity with DA and governmental accounting requirements. The audit shall include, but may not be limited to the financial, membership and official minutes and records of the Corporation.
2. The Audit shall be conducted annually as of the close of business December 31st, and shall encompass the activity of the previous twelve (12) months or to the date of the last audit, whichever is greater. The audit shall be commenced as soon as practicable subsequent to December 31st, and completed no later than March 31st.
3. A report of the findings of the audit shall be presented to the Membership at the April Social meeting. A summary of the audit shall also be included on the web site published after the April meeting.

ARTICLE VI

RESERVATIONS OF POWERS AND AUTHORITIES

SECTION 1

- A. All powers, policies and/or authorities not delegated by or vested in these By-Laws are reserved to the Officers of DA with advice from the membership.
- B. Only duly elected Officers of DA may represent DA legally and financially, and shall be the sole spokespersons for DA.

ARTICLE VII ADOPTION

AND AMENDMENTS

SECTION 1

- A. ADOPTION: These By-Laws shall be considered adopted by the majority approval of the membership present at a Social Meeting for which notification has been given and called specifically for this purpose.
- B. AMENDMENTS: These By-Laws may be amended and/or repealed either in whole or in part at any duly convened Social Meeting called specifically for that purpose. The following procedures are required to effect all such amendments, deletions or repeals:
 1. *Any member in good standing may propose an amendment to the By-Laws. All proposed amendments must be presented in writing to the Vice President, offered to the core group for discussion, and voted on by the officers. If approved by the officers, the proposed amendment must go before the membership and be approved before any change may take effect. If the proposal is not approved, the member presenting the proposal will be given an explanation. (Added by amendment 9-26-95)*
 2. All members in good standing must be given at least 30 days advance notice of the intent to effect such a change. The postmark of the notice shall be the sole determining factor in calculating the 30 day notice requirement.
 3. Such notices shall contain a copy of the verbatim Article and/or Section to be amended/repealed; A copy of the proposed amendment/deletion; A discussion of the purpose/reason for considering the amendment including arguments both pro and con therefore; A copy of this Article espousing the requirements for such amendments; The time and place for the General Membership Meeting for discussion and action taken concerning the proposal.
 4. Adoption/amendments or repeals shall occur by majority vote of those members present at such meetings properly called to order for such purposes.

(end)

If a procedural dispute occurs and the By-Laws are silent, Robert's Rules of Order will serve as a reference to resolve the issue.

Approved 06/04/90; Amended 09-26-95 (Indicated by *Italics*)