



# FIRST STATE CORVETTE CLUB

## *BY-LAWS*

### ARTICLE I

#### **Section 1 - Name**

The name of the Club shall be the FIRST STATE CORVETTE CLUB (FSCC)

#### **Section 2 - Purpose**

The purpose of the Club shall primarily be to enjoy the Corvette, both socially and as a means of participation with other Corvette owners and enthusiasts on rallies, concours, and other events.

### ARTICLE II

#### **Section 1 - Membership**

Membership in the Club shall be open to owners of Corvettes and persons interested in Corvette cars and the purpose of the club. Applicants must have approval of two-thirds of the members present at a monthly meeting to gain acceptance. Applicants must indicate they have read and understand the FSCC By-Laws as noted on the Membership Application. Applicants must bring in person their completed application and their \$30.00 annual dues to any monthly meeting of the First State Corvette Club.

#### **Section 2 - Class of Membership**

A. Single Membership - any person duly voted into the Club as provided in Section 1 of this article, and having paid such annual dues and fees as required. The member shall have one vote.

B. Family Membership - any member may choose to include his or her spouse/significant other on the application under the family membership. Family Membership shall have one vote.

C. Life Membership - any member after having been a member of the First State Corvette Club for twenty-five (25) consecutive years shall automatically become a Life Member of the First State Corvette Club without further payment of dues.

### **Section 3 - Dues**

A. Annual dues shall be set by the Executive Committee, and they shall be per year, non-refundable, for single or family membership, and are due January 1st.

B. Dues must be paid in full to participate in Club activities.

C. Membership and benefits thereof will automatically lapse for non-payment of dues at the end of sixty days, or February 28th. Prior to March 1<sup>st</sup> of the next fiscal year, should a member desire to be reinstated, the member shall make full payment of the delinquent dues.

### **Section 4 - Privileges**

A. All members qualifying under Article II, Section 2, shall be entitled to all Club privileges, and may hold office.

B. All members have the privilege of inviting guests to any Club activity. However, the Chairperson of that Club activity will announce whether the function is closed or open to guests. This includes prospective members. The names of all guests attending must be recorded.

### **Section 5 - Expulsion**

Any member may be expelled for an infraction of Club rules, or such other causes as may be determined by the majority of the officers as being in the best interest of the Club. Any such person must be notified in writing as to the charges, and must respond within thirty (30) days from date of charges. The charges must also be placed in the monthly newsletter prior to the next meeting. A majority of the officers and two-thirds of the members present must vote in favor of expulsion in order for it to be passed.

### **Section 6 - Resignation**

Any member may resign by directing a letter to the Secretary of the Club. Their resignation shall be effective on receipt, provided all indebtedness is paid, and all Club property and records are returned.

## ARTICLE III

### **Section 1 - Annual Meeting**

The Annual Meeting of the members shall be held the first Wednesday in November of each year for election of officers, reports of officers and committees, and such other business as lawful may come before the meeting. The duly elected officers will take office January 1st.

### **Section 2 - Monthly Meeting**

The Monthly Meeting of the members shall be held the first Wednesday of every month, with the possible exception of December.

### **Section 3 - Special Meetings**

In addition to any provisions of the By-Laws, special meetings of the members may be called by the President or majority of the officers.

### **Section 4 - Newsletter**

Newsletter shall contain the minutes of the preceding meetings to include: place, day, and hour of the next meeting; calendar of events; and other information as deemed necessary by the President. Newsletters shall be mailed, or emailed, no later than ten (10) days after the preceding meeting.

### **Section 5 - Actions**

At all scheduled meetings, one-fifth of all active members present and at least one officer shall constitute a quorum. In the absence of all officers, the meeting shall be cancelled. All meetings shall be conducted along generally accepted guidelines. Any matters in disagreement shall be addressed in accordance with "Robert's Rules of Order".

### **Section 6 - Absentee Ballots**

Members in good standing wishing to vote by absentee ballot shall request same from the Secretary and return same to the Secretary prior to the voting meeting.

A. Absentee Ballots shall be written and submitted in a sealed envelope and delivered or mailed to the Secretary at least 10 business days prior to the vote on the issue. Ballots shall be mailed or delivered inside an envelope which contains the voter's name and address on the outside as it appears in the Club roster. The sealed envelope containing the ballot shall have no identification on the outside. The Secretary shall record the name of the voter and ensure they do not get a second ballot at the club meeting where voting takes place. The Secretary shall deliver the unopened ballots to the ballot tabulation team at the meeting when voting takes place. Absentee ballots not mailed/delivered in accordance with the above shall not be counted.

B. Proxy votes are not permitted.

## ARTICLE IV

### **Section 1 - Number of Officers**

The elected officers of the Club shall be a President, Vice President, Secretary, Treasurer, and Officer-at-Large. These officers shall each serve for one year or until their successors are elected and qualified. These elected officers plus any past presidents will make up the Executive Committee.

The positions of Corresponding Secretary, Public Relations, Parade Chairperson, Quartermaster, National Corvette Museum (NCM) Ambassador, and Corvette Racing Reporter shall be appointed by the President. These appointments shall each serve for one year or until their successors are appointed and qualified. The President may also appoint a Historian or a Webmaster if the need arises.

### **Section 2 - Election of Officers**

The election of officers shall be held at the November annual meeting, with all officers assuming their respective duties on January 1. All officers shall be elected by a majority of votes cast by those in attendance plus those absentee ballots submitted only. In case of a tie, another vote will be taken.

### **Section 3 - Nomination Committee**

A Nomination Committee shall be composed of three (3) volunteer members in attendance at the regular September monthly meeting. In the unlikely event there are no volunteers or if a shortage of volunteers occurs the President shall appoint committee members from those in attendance at the meeting to satisfy a full committee.

### **Section 4 - Responsibilities of Nominating Committee**

The Nominating Committee will have the responsibility of selecting candidates for office for the upcoming year making at least one (1) recommendation for each office. All candidates will be notified of their pending candidacy and advised of the duties of the office they were nominated for. Upon consent of the candidate, his or her name will be placed on the ballot. Nominations may be also taken from the general membership at the September and October meetings.

### **Section 5 - Ballots**

The names of the candidates for each office will be given to the Secretary at or prior to the October business meeting. The Secretary will include this list in the October newsletter.

### **Section 6 - Special Elections**

In the event that any of the aforementioned officers shall resign or become unable to hold office before the end of his or her term, the President shall hold a special election for that office.

# ARTICLE V

## **Section 1 - Duties of the President**

The President shall preside at all membership meetings and executive meetings. He/She shall be Chief Executive of the Club. He/She may call special meetings of the members and officers under the provisions of Article III, Section 3.

## **Section 2 - Duties of the Vice-President**

In the absence of the President, the duties of that office shall be performed by the Vice-President. In the case of resignation, removal from office, or death of the President, the Vice-President shall assume the office of President. He/She shall also perform other duties as the Club President deems necessary.

The President and Vice-President shall jointly share the duties of: Selecting locations for monthly meetings; Create and maintain Club relationships with sponsors; Obtain and price advertising to be put on the Club website; Enforce Roberts Rules of Order as necessary at all Club meetings; Coordinate activities proposed by Club members involving car cruises, attending local car shows, parades and other activities; and Serve as Club liaison with other Corvette clubs to originate or coordinate mutually beneficial activities.

## **Section 3 - Duties of the Secretary**

The Secretary shall attend all membership and executive meetings and record all membership meetings and votes. He/She shall compile and publish a monthly newsletter as set forth in Article III, Section 4, to be sent to all active members within ten (10) days of the preceding meeting. He/She shall conduct all correspondence with other clubs and organizations. He/She shall have custody of all Club records except those of the Treasurer. In the absence of the Secretary from any membership meeting, the presiding officer shall appoint a Secretary Pro Tempore to keep all minutes of that meeting. These minutes shall be turned over to the Secretary as soon as possible in order to meet the newsletter deadline. Website duties will be performed by the Secretary / or Webmaster if one is appointed. As necessary and upon request, the President may appoint a member(s) to aid in any of the Duties of the Secretary.

#### **Section 4 - Duties of the Treasurer**

The Treasurer shall, subject to conditions and restrictions as may be made by the officers, have custody of all moneys, debts, and obligations belonging to the Club. He/She shall receive all money of the Club, and deposit same in the Club account. All event Chairpersons shall present a written account of receipts and disbursements. The Treasurer shall insure said report is turned in. He/She shall make all payments of Club debts upon approval of the President. All contracts, checks, drafts, notes or other orders for payment shall be signed in the name of the Club by the Treasurer and counter-signed by the President or Vice-President. The Treasurer shall give a report on the financial status of the Club at the monthly meeting, and if so requested, at any executive meeting. No obligation, debt, or other liability shall be incurred by any member without the specific approval of the President. The Treasury Records of the preceding year shall be audited in January by a committee appointed by the President. As necessary and upon request, the President may appoint a member(s) to aid in any of the Duties of the Treasurer.

#### **Section 5 - Duties of the Officer-at-Large**

The Officer-at-Large shall serve as membership Chairperson. As Membership Chairperson, he/she shall review prospective member's applications and follow up initial contacts made by other members as well. He/She shall collect dues and maintain an up-to-date membership list, which shall be made available on the website with a password. He/She shall also perform other duties as the Club President deems necessary. As necessary and upon request, the President may appoint a member(s) to aid in any of the Duties of the Officer-at-Large.

#### **Section 6 - Duties of the Public Relations Appointee**

The Public Relations Appointee shall be responsible for: Advertising through local news media, forthcoming club meetings and events; Promoting Club projects; and other duties as the Club President deems necessary. As necessary and upon request, the President may appoint a member(s) to aid in any of the Duties of the Public Relations Appointee.

#### **Section 7 - Duties of the Club Historian Appointee (if appointed)**

The Club Historian shall attend as many Club functions as possible. He/She shall take photographs of interesting and historical events at Club functions. He/She shall also maintain a photo album. He/She shall also perform other duties as the Club President deems necessary. As necessary and upon request, the President may appoint a member(s) to aid in any of the Duties of the Club Historian Appointee.

#### **Section 8 - Duties of the Webmaster Appointee (if appointed)**

The Club Webmaster shall update the Website on a monthly basis or as needed after each meeting. As necessary and upon request, the President may appoint a member(s) to aid in any of the Duties of the Webmaster Appointee.

### **Section 9 - Duties of the Corresponding Secretary Appointee**

The Corresponding Secretary shall handle Club correspondence including special occasion cards to Club members. He/She shall perform other duties as the Club President deems necessary. As necessary and upon request, the President may appoint a member(s) to aid in any of the Duties of the Corresponding Secretary Appointee.

### **Section 10 - Duties of the Quartermaster Appointee**

The Quartermaster shall be in charge of all club items for sale. He/She shall keep the supplies up to date, shall order needed supplies, have items for sale at each meeting, and turn in to the Treasurer all proceeds from sales. As necessary and upon request, the President may appoint a member(s) to aid in any of the Duties of the Quartermaster Appointee.

### **Section 11 - Duties of the Parade Chairperson Appointee**

The Parade Chairperson shall investigate area parades and select those that would be advantageous for the club to participate in. He/She shall maintain signup sheets for the parades, manage arrival and lineup at these parades, and communicate with organizers of the parades for better overall results. As necessary and upon request, the President may appoint a member(s) to aid in any of the Duties of the Parade Chairperson Appointee.

### **Section 12 - Duties of the National Corvette Museum Ambassador Appointee**

The National Corvette Museum (NCM) Ambassador shall report monthly on functions going on at the NCM. He/She shall also create a monthly report to be displayed on the Website. The Ambassador is also responsible for having the FSCC banner displayed at the NCM yearly and the bill for such given to the Treasurer. As necessary and upon request, the President may appoint a member(s) to aid in any of the Duties of the NCM Ambassador Appointee.

### **Section 13 - Duties of the Corvette Racing Reporter Appointee**

The Corvette Racing Reporter Appointee shall report as needed on past and upcoming Corvette Racing events. He/She shall also create a monthly report to be displayed on the Website. As necessary and upon request, the President may appoint a member(s) to aid in any of the Duties of the Corvette Racing Reporter Appointee

## **ARTICLE VI**

### **Section 1 - Appointment of Committees**

The President shall appoint such committees throughout the year as he/she finds necessary, and shall outline the duties and responsibilities of such committees as well as a deadline for the committee's report to the general membership. All reports or other actions taken by the committee must be approved by a majority of the entire committee with the Chairperson of each event having the responsibility of preparing a report for the membership meeting.

### **Section 2 - Activities**

The Club shall endeavor to have at least one planned activity each month in addition to the monthly meeting. They shall consist of cruise-ins, road rallies, social gatherings, planned trips and other events of interest to the general membership or further the public's knowledge and appreciation of the Corvette. The events/activities may be planned by any member[s]. The Chairperson of each event shall give all necessary details of the activity to the Secretary for inclusion in the newsletter and to be received prior to the event. Activities that are open to the public such as cookouts or lectures aimed at increasing membership or educating the public on the Corvette may be paid for by the Club and may be attended by the members.

## **ARTICLE VII**

### **Section 1 - Fiscal Year**

The Fiscal Year of the Club shall be from January 1st through December 31st.

## **ARTICLE VIII**

### **Section 1 - Personal Liability**

All persons or corporations extended credit to, contracting with, or having any claims against the Club or the officers, shall look only to funds and property of the Club for payment of any such contract or claims, or for payment of any debt, damage, judgment, decree, or any other money that might otherwise become due or payable to them from the Club or the officers, so that neither the members of the Club, the officers, present or future, shall be liable personally therefore. Insurance coverage shall be required for the officers and members of the Club. At the time of policy renewal, the Club officers shall have the responsibility to review all policies and shall have authority to make changes as necessary.



## **ARTICLE IX**

### **Section 1 - Amendment to the By-Laws**

The officers of the Club or any ten active members in good standing, by written proposal submitted to the Secretary may propose an amendment to the By-Laws. Upon such proposal being made, a copy thereof shall be included in the notice of the next meeting of the members. If two-thirds of the qualified members present at the meeting vote in favor of the proposal, then proposed amendment shall thereby be approved and adopted.

## **ARTICLE X**

### **Section 1 - Alcoholic Beverages**

The First State Corvette Club-will not authorize expenditures of Club funds for the purchase of alcoholic beverages.