

**BYLAWS**  
**ROUTE 66 CORVETTE CLUB**



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Pursuant to the authority of Article XII of the Constitution of the Route 66 Corvette Club, the following Bylaws are established to supplement the provisions of the Constitution and to provide for the effective operation of the Club's activities.

## Section 1. Membership

Membership shall be as defined in Article III, Section 1 of the Constitution of the Route 66 Corvette Club.

## Section 2. Suspension or Termination of Membership

**2.1. Termination:** Membership shall be terminated on December 31<sup>st</sup> of the current calendar year by failure to pay dues for renewal by the end of the October business meeting of the current year and any member whose membership has been so terminated shall be required to rejoin the Club as stated in Article III, Section 1 of the Constitution.

**2.2. Suspension:** Membership may be suspended or terminated for conduct or action which is determined to bring discredit to the Club and its members. The conduct or action that brings discredit upon the Club and its members shall include action by any member, or their guest, at any club event or meeting, which is unsportsmanlike, immoral, illegal, or contrary to the Constitution, Bylaws, Standing Rules or objectives of the Route 66 Corvette Club. Once the conduct or action is brought to the attention of a Club Director or an Officer [which constitutes the Board of Directors (BOD)], it will be investigated by the BOD. The member will be asked to

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present their side of the issue to the BOD, after which the member will be excused and the BOD will vote to determine the appropriate action by simple majority.

**2.3. Review:** The Board of Directors will review and rule on any extraordinary circumstances.

### Section 3. Membership Dues and Requirements

**3.1. FY 2000:** Starting in fiscal year 2000, first year Club dues are established as follows:

- Owner members:** \$25/individual + NCCC dues  
\$50/couple + NCCC
- Honorary member:** No dues and NCCC dues to be paid by Route 66 Corvette Club.

**3.1. FY 2000:** Starting in fiscal year 2001, renewal Club dues are established as follows:

- Owner members:** \$25/individual + NCCC dues  
\$50/couple + NCCC
- Charter members:** No dues and NCCC dues to be paid by Route 66 Corvette Club
- Honorary member:** No dues and NCCC dues to be paid by Route 66 Corvette Club.
- Enthusiast Member:** \$25/individual + NCCC dues  
\$50/couple + NCCC

### Section 4. Meetings

**4.1. Robert's Rule:** Robert's "Rule of Order", revised, will govern the conduct of business meetings and committee meetings of the Club unless in conflict with the Constitution and these Bylaws which shall then govern in that order.

**4.2. Agenda:** Any agenda item to be discussed must be cleared with the President and put on the agenda prior to the start of the meeting.

**4.3. Order of Business:** The order of business at a meeting shall be:

1. Call to order/Introduction of Officers
2. Introduction of new members and guests
3. Corrections, if any, and approval of minutes of the previous meeting
4. Treasurer's report
5. Governor's report
6. Reports of committees by Vice-President
7. Old business
8. New business
9. Announcements
10. 50/50 drawing
11. Adjournment

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## Section 5. Nominations and Elections

5.1. Prior to the August general membership meeting, the President will solicit volunteers for the position of Nominating Committee Chairperson. The President appoints the chairperson and confirms appointment with the Board of Directors.

5.2. Nominations for elected officers shall be made by a nomination. This committee shall announce to the Club at the October meeting the names of the persons nominated. Nominations shall also be accepted from the floor at the October business meeting.

5.3. At the November meeting, officers shall be elected by live ballot only. Absentee ballots are not allowed.

5.4. The order of election shall be President, Vice-President, Secretary, Treasurer, Governor, and the Directors members, dependent upon the positions to be filled.

5.5. Each elected official except for the Directors must receive at least 51% of the votes cast to win the election. If no nominee receives 51% of the votes cast on the first ballot, the two nominees receiving the largest number of votes cast will then be placed on a second ballot. The (2) nominees receiving the largest number of votes cast will then be placed on a second ballot. When the election is for one Director position, the election will follow this same above process. When the election is for two Director positions, the two nominees who received the largest number of votes on the first ballot will win the elections with additional ballots only required to break 2nd place ties.

5.6. Ballots will be counted by a team appointed by the President at the November meeting prior to the votes being cast. This team shall consist of 3 owner/members, or charter members not listed on the current election ballot and must include one club officer or Board of Director not on the current ballot.

5.7. If ALL candidates running for positions are unopposed in the November annual Club election, a secret ballot will not be conducted. The election will be completed by a motion and members will approve the unopposed candidates with a show of hands at the November meeting.

5.8. The nomination process to select members for open positions in the annual November Club election will close at the end of the October Club meeting.

## Section 6. Duties of Club Officers

6.1. **President:** The Duties of the President shall be:

1. Preside over all regular and special meetings of the Club, except that he may relinquish the chair to engage in debate.
2. Conduct all meetings in accordance with the Constitution, Bylaws and Standing Rules.
3. Vote in case of a tie vote at regular meetings.
4. Serve on the Board of Directors.

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5. Sign and direct the signing of all orders or acts necessary to carry out the operations of the Club.
6. Act as the Club representative to outside persons or other organized bodies whenever necessary.
7. Authorize bereavement memorial expenditures and arrangements as described in Section 2.1 of the Standing Rules.
8. Review activities of committees and individuals at regular business meetings, assigns necessary tasks to individuals or committees and appoint committee chairs or members responsible for specific tasks at any time subject to the approval vote of a majority of the Board of Directors in attendance at the next available Board of Directors meeting.

#### 6.2. Vice President: The Duties of the Vice-President shall be:

1. Assume the duties of the President in the President's absence.
2. Act as ex-officio member of all committees.
3. Serve as Chairperson of the Board of Directors but vote only in case of a tie.
4. Determine award winners, obtain and present the appropriate awards. The Vice-President may alter the names of the awards to add the inclusion of sponsorship or other information.
5. Request approval of expenditure for annual awards.
6. Handle all ordering of trophies, dash plaques, jackets, etc. as required by the Club.

#### 6.3. Secretary: The Duties of the Secretary shall be:

1. Manage all official correspondence of the Club.
2. Keep authentic records of the meetings of the Club.
3. Provide at each meeting lists of active members, Chairperson and membership of all committees, a copy of the Constitution, Bylaws and Standing Rules and adopted rules or parliamentary procedure.
4. Call meetings to order in the absence of the presiding officers.
5. Provide for the typing and duplication of records of committees.
6. Serve on the Board of Directors as Secretary.
7. Maintain current "Access / Password or other relevant information" for all computer and software systems used within the Route 66 Corvette Club. All information will be retained on the Club Hard Drive and would only be used in the event of an urgent or emergency situation. This would include but not be limited to the Membership, Treasurer, Web Page, and Social committees.

#### 6.4. Treasurer: The Duties of the Treasurer shall be:

1. Act as custodian of all properties of the Route 66 Corvette Club.
2. Keep the funds of the Club in an FDIC insured bank.
3. Keep an accurate record of receipts and vouchers for each expenditure.
4. Pay all bills, warrants and requisitions upon which payment is authorized by the Club or by the Board of Directors.
5. Serve on the Board of Directors.
6. Submit a summary of the finances of the Club at each regular meeting and a complete report annually or as required.
7. Collect all dues.
8. Perform an annual audit of the Club's finances with the assistance and observation of another Club officer or Board of Directors member. Make copies available to Club.

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9. Perform an annual inventory of the physical assets of the Club. Make copies available to the Club.
10. Maintain a file of financial summaries from all Club projects or events that consumed or added to Club funds. The responsible project, event, or committee chairperson will provide this summary to the Club Treasurer upon completion of the project or event. These financial summaries will be used to plan future similar Club activities.
11. The Club Treasurer shall develop an annual financial forecast for the Club in the first quarter of each calendar year.

#### **6.5. Governor:** The Duties of the Governor shall be:

1. Be the voting representative of this Club at the meeting of the NCCC. He or she shall be required to attend a minimum of three (3) NCCC meetings annually.
2. Report to the Club on each NCCC meeting attended.
3. The Governor shall be reimbursed for expenses as authorized by the Club for attendance of NCCC meetings, excluding the National Convention beginning January 2007.

#### **6.6. Directors:** The Duties of the three (3) elected Directors shall be:

1. To serve on the Board of Directors.

## **Section 7. Board of Directors**

### **7.1. Additional Duties:** In addition to the duties set forth in the Constitution, the Board of Directors shall:

1. Accept reports and recommendations of such individuals or committees as may be pertinent to business being conducted by the Board.
2. Authorize such expenditures as may be incidental to the operation of the Club, such as stationery, postage, trophies for events, emblems and badges for resale to the Club.
3. Conduct normal affairs of the Club in accordance with the desires of the members.
4. Rule in all matters of suspension or termination of Charter, Owner and Honorary Members.

## **Section 8. Committees**

THIS SECTION HAS BEEN MOVED TO THE STANDING RULES.

## **Section 9: Bylaws & Standing Rules**

THIS SECTION HAS BEEN EDITED AND MOVED TO THE STANDING RULES

## **Section 10. Amendment to the Bylaws**

Motions to amend these Bylaws are covered in Article XIII of the Constitution.

## **Section 11. Bereavement Memorials**

THIS SECTION HAS BEEN MOVED TO THE STANDING RULES

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**Section 12. Financial Reporting from Club Events and Projects**

Financial reporting for Club events and projects involving Club funds is required. Prior to initial expenditure of any club event or project that consumes or adds to Club funds, the responsible event, project or committee chairperson will prepare a brief budget proposal of the project and present to the Club for approval. This summary should detail the anticipated expense and income and the ending profit/loss status to the Club. After the event, the Chairperson will prepare the final summary and forward it to the Club Treasurer no later than close of the first monthly Club business meeting following the completion of the project or event. This summary will be retained by the Club Treasurer as a reference for similar activities.

**Section 13. STANDING RULES**

Standing Rules have been developed to supplement these Bylaws