



BTCC Constitution and ByLaws

BOONE TRAIL CORVETTE CLUB, INC.

Constitution



ARTICLE I NAME

Section 1. The name of the club shall be: BOONE TRAIL CORVETTE CLUB, INC.

ARTICLE II OBJECTIVES

Section 1. The objectives of this club shall be to:

- a. Bring together those persons who are interested in Corvette sports cars.**
- b. Promote and encourage better understanding and acceptance of sports cars by participating in activities that involve the general public.**
- c. Sponsor, support, and promote automotive events and social activities among members and other enthusiasts.**
- d. Improve and encourage skillful and safe driving habits.**
- e. Above all, have a good time and promote respect, dignity and unselfish good fellowship and sociability for all members.**

ARTICLE III MEMBERSHIP

Section 1. Categories of membership shall be:

- a. OWNER/MEMBER: Shall not exceed two people per Corvette and being 18 years of age or older (including significant other), who owns or possesses a Corvette titled in parent or guardian's name. If an owner/member changes status (i.e., sells the Corvette or a divorce occurs) that person will be able to serve out the remaining portion of that fiscal year and be allowed to join one additional year as an owner/member. If the person has not changed back to official owner/member status after the additional year, he or she may rejoin BTCC as a special member if and only if he or she is sponsored by an owner/member. Owner/members may sponsor only one special member per fiscal year, December 1 through November 30).**

- b. SPECIAL MEMBER: Must be at least 18 years of age, a previous owner/member and must be sponsored each year by an owner/member, may not vote, hold office, or serve on the Board of BTCC. Otherwise they will have the same rights, benefits, and function in the same capacities as owner/members (i.e., points for BTCC recognition, trophies, plaques, etc., serve on or head committees; same admission price; etc.).**
- c. CHARTER MEMBER: Shall be any member who was a member as of November 1974, and has remained a member in good standing. Such members will have the same rights as owner/members, except, ownership of a Corvette is not mandatory.**
- d. HONORARY MEMBERS: Those persons or organizations whose interest in, support of, or contribution to the Club merit such recognition.**
- e. The Board of Directors will review and rule on any extraneous circumstances.**

Section 2. Acquisition of membership procedures and requirements shall be established in the By-Laws.

Section 3. Suspension or revocation of membership (membership as established by Section 1 of Article III) shall be in accordance with Section 2, paragraph c, in the By-Laws.

ARTICLE IV **DUES**

Section 1. Dues shall be payable in full before the start of the October business meeting in each calendar year, or at the time an applicant is accepted for membership. Applicants accepted into membership after August 31 shall be considered paid in full for the succeeding fiscal year.

Section 2. The amount of, and the liability for the payment of dues, shall be established in the By-Laws, Section 3, paragraph a.

Section 3. There shall be no refund of dues as a result of resignation or change in membership category during the current year.

ARTICLE V
MEETINGS

Section 1. General membership meetings shall be held once a month at a place and time designated by the membership. Special (general membership) meetings may be called as needed by the president or a majority of the Board of Directors.

Section 2. A minimum of 20% of the voting members, including a majority of the officers and directors, shall constitute a quorum for the conduct of business; except that at the November meeting at least 40% of the voting members shall be present to constitute a quorum for the conduct of business.

Section 3. The order and conduct of business at the meeting shall be established in accordance with Section 4 of the By-Laws.

ARTICLE VI
VOTING

Section 1 All paid owner/members and/or Charter Members in good standing shall be entitled to vote.

ARTICLE VII
OFFICERS & ELECTIONS

Section 1. The elected officers of the Boone Trail Corvette Club, Inc. shall be President, Vice-President, Secretary, Treasurer, and Governor; each of whom shall be at least 18 years of age at date of election. The term of office shall be one year for all officers with the exception of Governor, who shall serve for a term of two years, or until their successors are elected.

Section 2. The elected officers shall be elected at the November business meeting and be installed at time and place designated by the Board of Directors.

Section 3. No person shall be permitted to be elected to the same office of either President or Vice-President for more than two consecutive terms; including unexpired terms (see Section 6.).

Section 4. No person shall be permitted to hold more than one elected office concurrently.

Section 5. Only owner/members or Charter Members shall be qualified to hold an elected office.

Section 6. In the event any elected office is vacated during the year, the Board of Directors shall appoint any owner/member or Charter Member to temporarily perform the functions of the vacated office. The President or acting President shall hold a special election within the next sixty-day period for the general membership to elect an owner/member to serve the unexpired term.

Section 7. Rules and procedures of nominating and electing the elected officers of the Club shall be established in the By-Laws, Section 5.

Section 8. The elected officers shall appoint officials as required.

Section 9. The general duties and responsibilities of the Club officers shall be set forth in the By-Laws, Section 6.

ARTICLE VIII **IMPEACHMENT**

Section 1. Motions to impeach an officer of the Club may be made by any member and shall be presented in writing to the Board of Directors. Such motions shall set forth the basis for impeachment.

Section 2. The Board of Directors shall make an investigation of the charges set forth in the motion for impeachment. The written findings of the Board of Directors and its recommendations based thereon shall be presented to the members. The Officer sought to be impeached shall not take part in the investigation; however, he/she shall be permitted to respond to the charges set forth in the motion for impeachment.

Section 3. Impeachment of any officer shall require a two-thirds vote of the Voting members present at the regularly scheduled business meeting. Members shall be notified by the Board of Directors at least ten days prior to such meeting that the motion for impeachment will be voted upon.

ARTICLE IX
BOARD OF DIRECTORS

Section 1. The Board of Directors shall be comprised of:

- a. Elected officers of the Club**
- b. Area Representatives**
- c. Past President (one term only)**

Section 2. The Board of Directors shall be presided over by a Chairperson, who shall be the Vice-President of the Club. In their absence, the Board shall be presided over by a Vice-Chairperson who shall be the President of the Club.

Section 3. The Board of Directors shall meet at a time and place designated by the Chairperson, and a report thereof shall be made by the Secretary, to the members at the next regular meeting. Such reports shall be subject to discussion and review by the members if so proposed, by motion from the floor and supported by a majority vote of the members present at the meeting. A majority of the Board of Directors must be present for an official meeting.

Section 4. Board meetings shall be open to any member of the Club, but such attendance shall be without rights of motion or vote.

Section 5. The Board of Directors is authorized to and shall perform the functions as set forth in the By-Laws, Section 7.

ARTICLE X
COMMITTEES

Section 1. The following permanent committees are hereby established:

- a. Publicity Committee**
- b. Newsletter Committee**
- c. Constitution and By-Laws Review Committee**
- d. Charity Committee**
- e. Website Committee**
- f. Budget and Finance Committee**

Section 2. a. The Board of Directors shall appoint a committee chairperson to serve

at their discretion.

b. The committee chairperson shall be an owner, charter or special members, and they shall appoint at least one other member, unless directed otherwise by the Board of Directors.

c. Each committee shall meet on call of the chairperson and shall report at regular meetings and/or Board meetings as directed.

Section 3. The general functions and responsibilities of each permanent committee shall be set forth in the By-Laws, Section 9, however, temporary additional functions and responsibilities may be assigned to such committees as the elected officials deem necessary and appropriate.

ARTICLE XI

PROPERTY AND FINANCE

Section 1. All property of the Club shall be in the Club's name.

Section 2. If the Club disbands, the property and assets of the Club shall be disposed of in accordance with the wishes of the majority of the Club members in good standing.

Section 3. All funds belonging to the Club shall be deposited in a bank of the Treasurer's choice.

Section 4. Checks and other orders for payment of monies in the name of the Club shall be signed by the Treasurer or the President.

Section 5. The Treasurer shall make a summary of finances to the Club at each business meeting.

Section 6. The Treasurer's book and the Club property shall be audited annually, or whenever the office of Treasurer is vacated, or at any time as deemed necessary by the Board of Directors, by a person or persons of its choice.

Section 7. The Treasurer shall make and keep a record of property owned by the Club. This list shall be itemized and updated periodically.

ARTICLE XII
BY-LAWS

Section 1. By-Laws shall be established to supplement this Constitution and to provide for the effective operation of the Club's activities.

Section 2. A Constitution/By-Laws Committee shall be appointed by the President and shall serve for a term of one year.

Section 3. Motions to amend these By-Laws shall be submitted in writing to the Constitution/By-Laws Committee for their consideration and evaluation. Recommended changes to the By-Laws shall be presented to all voting members for discussion prior to the voting meeting.

Section 4. A two-thirds majority vote of those voting members present shall be necessary for passage of amendments to these By-Laws.

ARTICLE XIII
AMMENDMENTS

Section 1. Motions to amend this Constitution shall be submitted in writing to the Constitution/By-Laws Committee for their consideration and evaluation. Recommended changes to the Constitution shall be presented to all voting members for discussion prior to the voting meeting.

Section 2. A two-thirds majority vote, of those voting members present, shall be necessary for passage of amendments to this Constitution.

**BOONE TRAIL CORVETTE CLUB, INC.
BY-LAWS**

Pursuant to the authority of Article XII of the Constitution of the Boone Trail Corvette Club, Inc., the following By-Laws are established to supplement the provisions of the Constitution and to provide for the effective operation of the Club's activities.

Section 1. MEMBERSHIP

- a. Honorary Members: Honorary memberships are granted after a two-thirds vote of the Club members and are terminable in the same manner.**

Section 2. SUSPENSION OR TERMINATION OF MEMBERSHIP

- a. Membership shall be terminated by failure to pay dues by the start 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.**
- b. Membership may be suspended or terminated for conduct or action of a kind which, upon investigation by and Recommendation by the Board of Directors and a two-thirds majority vote of the members, is determined to be such as to bring discredit upon the Club and its members. Conduct or action tending to bring discredit upon the Club and its members shall include action by any member, or their guest, at any Club event or meeting which is illegal.**
- c. Members charged with conduct or actions which could result in suspension or termination of their membership in the Club shall be permitted an opportunity to respond to such charges.**

Section 3. MEMBERSHIP DUES AND REQUIREMENTS

- a. Starting in fiscal year 1996, first year Club dues are established as follows:**
- 1. Owner/members:**
 - a. \$15/individual + NCCC dues**
 - b. \$25/couple + NCCC dues**
 - 2. Honorary members; No dues**

b. Starting in fiscal year 1996, renewal Club dues are established as follows:

- 1. Owner/member:**
 - a. \$15/individual + NCCC dues**
 - b. \$25/couple + NCCC dues**
- 2. Special Members: \$15 per year + NCCC dues**
- 3. Charter Members: \$15 per year + NCCC dues**
- 4. Honorary Members: No dues**

Section 4. MEETINGS

- a. Roberts "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 By-Laws which shall then govern in that order.**
- b. The order of business at a meeting shall be:**
 - 1. Call to order**
 - 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. Adjournment**

Section 5. NOMINATIONS AND ELECTIONS

- a. Nominations for elected officers shall be made by a nominations committee when appointed by the Board of Directors at the September meeting. 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.**
- b. Nominations shall be accepted from the floor up to the closing of nominations immediately before voting for each specific office and nominations shall be closed prior to election of each officer.**

- c. At the November meeting, officers shall be elected by ballot. Absentee ballots may be submitted by voters, qualified in accordance with Article VI of the Constitution, by mail to the Nomination Committee chairman in accordance with instructions on the ballot. Absentee ballots will be printed in the *Trail Talk* prior to the November business meeting.**
- d. The order of election shall be President, Vice-President, Treasurer, Secretary, and Governor.**
- e. Each elected official must receive at least 51% of the votes cast to win the election. If no nominee receives at least 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.**

Section 6. DUTIES OF CLUB OFFICERS

a. The Duties of the President shall be:

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

b. The duties of the Vice-President shall be to:

- 1. Assume the duties of the President in their absence.**
- 2 Act as ex-officio member of all permanent committees.**
- 3 Serve as Chairperson of the Board of Directors, but vote only in case of a tie.**
- 4. Act as keeper of total Club points awarded to *each* Club member, for the purpose of the following awards:
 - a) Presidents Award: For the greatest number of points accumulated for all BTCC and any other NCCC events.**
 - b) The points awarded for the President's Award and rules governing these points are as follows:
 - 1) "Points Earning Year" runs from November meeting to the start of the next November meeting.******

- 2) An event is defined as a BTCC or NCCC Event open to all Club members who wish to participate. This Event must be announced at a monthly Club meeting or printed in Trail Talk.**
- 3) Event Chairperson is defined as an individual responsible for organizing and coordinating the Event and distributing the results to include a copy to the Vice-President within 30 days of events.**
- 4) Event Co-Chairperson is defined as an individual that assists the Event Chairperson**
- 5) It is the individual Club member's responsibility to report points earned at NCCC events to the BTCC Vice-President within 30 days of such event. If points are not reported by that time, NO points will be awarded.**
- 6) Points shall be awarded for the following:**
 - a. 10 points for Boone Trail Corvette Club monthly meeting and planning meeting.**
 - b. 10 points for participating in BTCC or NCCC Events.**
 - d. 5 points for participating in other Corvette Clubs' events.**
 - e. Placing points for a NCCC event, per NCCC rule book.**
 - f. 15 points for Event Chairperson (60 points maximum for year).**
 - g. 15 points for Event Co-Chairperson (60 points maximum for year)**

c) 100% Participation Award: Earned by attending all 11 monthly BTCC meetings and the planning meeting.

c. The duties of the Secretary shall be to:

- 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, chairpersons and membership of all committees, a copy of the Constitution and By-Laws and adopted rules of parliamentary procedure**
- 4. Call meetings to order in the absence of the presiding officer.**
- 5. Provide for the typing and distribution of records of committees.**
- 6. Serve on the Board of Directors as Secretary.**
- 7. Keep official Club scrapbook current and available at each meeting.**

d. The duties of the Treasurer shall be:

- 1. Act as custodian of all property of the Boone Trail Corvette Club.**
- 2. Keep the funds of the Club in an FDIC 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. Handle all ordering of all trophies, dash plaques, patches, jackets, etc., as required by the Club.**
- 6. Serve on the Board of Directors.**
- 7. Submit a summary of the finances of the Club at each regular meeting and a complete report annually or as required.**
- 8. Hold and handle the sale of all badges, emblems, and such items as may be purchased from the Club.**
- 9. Collect all dues.**
- 10. Supply a copy of the current Constitution and By-Laws to each new member.**

e. Duties of the Governor shall be to:

- 1. Be the voting representative of this Club at meetings 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.**

Section 7. BOARD OF DIRECTORS

a. 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.**

b. Area Representatives will be responsible for communicating information to members in their areas. They will also represent their areas as a member of the Board of Directors.

Section 8. APPOINTED POSITIONS

a. Area Representatives: Shall represent specific geographic regions, as designated by the Board of Directors, whereby they are responsible for contacting Club members in regard to Club events, functions and meetings. They will actively recruit new

members. Each area representative will serve on the Publicity Committee and the Board of Directors and shall be appointed by the Board of Directors.

- c. Sergeant of Arms: Shall be responsible for assisting the President in maintaining order at Club meetings, assure that the monthly meeting room is prepared before and cleaned up after all meetings. Distribute any written material, documents, sign-up lists or other information pertinent to the business of the Club at meetings, The Sergeant of Arms will be appointed by the Board of Directors annually, with no limit on the number of successive terms.**

Section 9. COMMITTEES

- a. Publicity Committee: This committee will submit articles to newspapers and other publications in regions covered by the Area Representatives, At the request of the Regular Events Chairperson, Special Events Chairperson, Technical Chairperson, or member of the Board of Directors, they shall publish additional information for use by newspapers, radio, and television.**

- b. Newsletter Committee: This committee will publish a monthly Club Newsletter containing information of interest to the Club and its members. This newsletter will be submitted to the NCCC Newsletter competition to generate Club notoriety**

- c. Charity Committee: This committee shall coordinate with any charity needing BTCC's services.**

- 1) The club will vote at the February meeting to decide on the charity(s) that will receive the proceeds of our Charity Car Show(s).**

a) Charity nomination forms will be provided to club members in the late December / early January time frame.

b) The deadline for submitting the nominating forms, to the Charity Committee Chairperson will be the 24th of January.

c) The Charity Committee will verify the information of each nominated charity and provide the Club with a list of nominated Charities by the Monday preceding the February meeting.

d) Annually, at the February meeting, a paper ballot will be taken to decide the selected charity(s) for the year.

i. Members unable to attend the February meeting will be allowed to vote by providing the Charity Committee Chairperson a written ballot, no later than 12 Noon, the day before the meeting.

ii. The charity that receives the most votes, if greater than 51% of the ballots cast, will be our selected charity for our Annual Charity Car Show.

- 1. If no charity receives greater than 51% of the votes on the first ballot, a runoff will be held between the top two charities.**
- 2. Should the two charities tie on the second ballot, the charity selected will be the one with the higher % of their monies raised spent on the programs and services they deliver.**
- 3. The charity receiving the second most votes will be used for any secondary charity fundraiser, if one is held during the ensuing year.**

2) Charity criteria requirements

- a) Local affiliation of the charity. Money raised by charity stays in the local area.**
 - b) The charity will be able to provide a presence at the charity event.**
 - c) At least 85% of monies raised by the charity are spent on the programs and services they deliver.**
 - d) All charity information will be vetted by the Charity Committee.**
- 3) The Charity Committee Chairperson will be responsible for notifying each submitted charity of their status, after the vote has been taken.**

d. Constitution & By-Laws Committee: Review and evaluate all written requests submitted by any member, requesting changes to the Constitution and By-Laws and recommending any necessary changes.

e. Website Committee: Responsible for maintaining and updating the Club's website.

f. Budget & Finance Committee: This committee shall prepare and establish an annual budget for the Club at the February general meeting. Input for this budget shall be from voting members of this Club at the January scheduling meeting and the January general meeting. After the budget is prepared and approved by the voting members at the February general meeting any unbudgeted expenditures of three hundred dollars (\$300) or more shall be submitted to the Budget & Finance Committee, in writing, before being submitted to the voting members for approval at a normally scheduled general Club meeting. All requests for expenditures of three hundred dollars (\$300) or more shall be submitted in writing, stating the purpose, cost, and alternative, if not approved, to the Chairperson of this committee (Vice President of the Club). Members of this committee shall be comprised of the Board of Directors (as defined in the Constitution Article IX) of the Club.

Section 10. AMENDMENTS TO THE BY-LAWS

a. Motions to amend these By-Laws are covered in Article XII of the Constitution.