

BYLAWS OF THE AQUIA CREEK CORVETTE CLUB

Established September 1987

Article I: NAME

This organization shall be known as the Aquia Creek Corvette Club, Inc. (ACCC) and for the purpose of these bylaws, shall be referred to as the "Club".

Article II: PURPOSE

The purpose of this organization shall be to provide community service and projects, promote automobile safety, repair, and maintenance of all Corvettes, provide educational needs for those with Corvettes, and for the preservation, restoration, and enjoyment of Corvettes.

Article III: MEMBERSHIP

Section 1: Membership in this Club shall be limited to owners of Chevrolet Corvettes and others as outlined in Section 2, (a – d). There shall be no discrimination against any potential member by reason of race, creed, color, sex, or physical impairment.

Section 2: Individual membership shall be classified as follows:

- (a) **Active members:** Each applicant for active membership shall be of legal driving age or older. Upon receipt of the applications and payment of the required initiation fees and dues, the applicant shall become an active member. Member shall have only one vote.
- (b) **Spouse Member:** The spouse of any active member may become a member upon payment of required dues. Such a member shall be entitled to all privileges of active membership. Member shall have only one vote.
- (c) **Associate Members:** Persons interested in Corvettes and dedicated to the purpose of the club. Associate Members will pay dues as indicated on membership form and shall be entitled to all the privileges of active members, except the right to vote or hold office
- (d) **Honorary Members:** Any person who has committed him/herself to the esteem of the Club and elected by a majority vote of members. Honorary members shall be exempt from payment of dues and shall be permitted and shall be entitled to all the privileges of active members, except the right to vote or hold office. Honorary membership shall be valid for life unless determined otherwise by a majority vote of the board.

Section 3: Every member, by virtue of their membership in this Club, is obligated to adhere and follow the terms of these bylaws and working rules promulgated in accordance with these bylaws, with respect to their rights, duties, privileges, and immunities conferred by them. Each member shall faithfully carry out such duties and obligations and shall not interfere with the rights of fellow members.

Section 4: No member shall interfere with the elected officers of this Club in the performance of their duties and each member shall, when requested, render such assistance and support in the performance of such duties as may be required of them, provided this does not interfere with their individual rights as a member.

Section 5: Members in good standing are entitled to all Club privileges.

Section 6: Any member may be asked to resign for cause as may be determined by the majority of the Board of Directors as being in the best interest of the Club. If a member refuses to accept resignation, then the case goes to the general membership for a majority vote. If the member is voted out, then the Board of Directors will determine the amount of a refund as deemed appropriate.

Section 7: Any member may resign at any time. However, there shall be no refund of dues paid to the Club. Former members may rejoin by meeting the requirements as stated in Article III, Section 2.

Article IV INITIATION FEES AND DUES

Section 1: The revenues of this Club shall be derived from initiation fees, fund raising projects, yearly dues, and such other sources as may be approved by the Board of Directors.

Section 2: The required Club fees are as follows:

ACCC

Dues as set by the ACCC Officers and voted in by quorum.
(ONE-HALF ACCC DUES ACCEPTED AFTER APRIL 1)

Section 3: Each member must pay their dues on or before November business meeting of each year.

Section 4: Members failing to pay their renewal fees will automatically be inactive without all rights and privileges of membership.

Section 5: Any increase in rate of initiation fees, or the levying of any general or special assessment shall be made only in accordance with the following:

- (a) Reasonable notice shall be given by the Secretary to the membership at least fifteen days prior to the meeting at which the membership will consider the question if such changes will occur. The notice shall indicate a vote will be taken on such an increase or assessment. This may be conducted at a regular or special meeting.
- (b) Voting shall be by secret ballot of the members present.
- (c) A majority vote shall decide the issue.

Article V: MEETINGS

Section 1 This Club shall hold a general business meeting at least once a month at a time, place and date as the Club may direct.

Recommended order of business:

Introduction of new members/guests

- Reading/Correction/Approval or previous meeting minutes
- Treasurer's report
- Membership Governors report
- Committee Reports

- Old Business
- New Business
- Announcements
- Adjournment

Section 2: The Club shall hold a Board of Directors meeting in January before the first business meeting and at least quarterly, or as deemed necessary to conduct board business at a time, place, and date as the Club may direct.

Section 3: Officers for the upcoming year shall be elected at the annual November general business meeting.

Section 4: Special meetings of this club may be called by the President or by a majority vote of the Board. Notice of such meeting stating the time, place, and date shall be given by the Secretary and sent to the membership not less than two weeks prior to the meeting. This notice shall state the nature of the business to be brought. Only the business specified shall be considered at such meeting.

Article VI: PROCEDURE AND DEBATE

ROBERT’S RULES OF ORDER shall guide the meetings of this Club, rules of debate and order of business set forth in the bylaws. Every member shall follow, and be subject to, such rules governing debate at all meetings of the Club.

Article VII: QUORUM

A quorum shall consist of a majority of the membership assembled and voting at a regular meeting or special meeting called in accordance with these bylaws. An example of a majority is: If 20 people are present at a meeting and 15 vote the majority is 8.

Article VIII: VOTING

Section 1: There shall be one vote per membership.

Section 2: Voting may be conducted by a mail ballot if agreed upon by a majority of the members present at the general business meeting prior to the elections. If a mail ballot is decided upon, ballots will be mailed to the general membership in a timely manner. If a member cannot be present at the election meeting, that member is responsible for the return of the ballot to the nominating committee by the election meeting prior to voting.

Section 3: No member shall be eligible for nomination or election as an officer or Committee chair/member in this Club unless they are a member in good standing.

Section 4: All nominations for officers of this Club shall be made in open meeting and election shall be by secret ballot.

Section 5: In the event that an election ballot contains no more than one candidate per elected position, a vote may be taken by the membership present to accept the entire ballot in lieu of conducting a secret ballot. If one candidate per elected position as written is not approved, a secret ballot must be taken.

Section 6: Before a vote is taken, it shall be the duty of the President to appoint two tellers to collect and count the ballots in the presence of the membership.

Section 7: The election shall be decided for the candidate receiving the most votes. The President shall announce the result of the balloting.

Section 8: In the event a vacancy occurs in any office, by reason of death, resignation, or other occurs fifteen (15) days or more prior to a regular business meeting or special meeting, the President of the Club shall inform the membership of such a vacancy and that nominations will be accepted at the next general business meeting. The Board shall appoint a member to fill the vacancy until the business meeting. An election to fill the vacancy shall take place at that meeting.

Article IX: BOARD OF DIRECTORS

The President, Vice President, Secretary/Treasurer, Newsletter Editor, Membership Governor, and Immediate Past President shall constitute the Board of Directors.

The Board of Directors shall manage the affairs of the Club between membership meetings. The Board shall enforce the instructions of the Club and its own decisions. It shall report on all matters which, in its judgment, require consideration by the Club or which may have been committed to the Board. The Board shall be further empowered to appropriate funds to defray necessary expenses that are incurred between general membership meetings. All such appropriations of the Board, not to exceed \$50.00, shall be subject to the approval of the membership at the next general business meeting. The Board shall have the power subject to the provisions of these Bylaws, to appoint subcommittees and pass upon and approve applications for reinstatement. The Board shall meet at least quarterly at a time, place and date as it may decide. Special meetings of the Board may be called by the President. Whenever a majority of the Board requests the President to call a meeting, it shall be mandatory upon him/her to do so. A majority of the Board shall constitute a quorum. The decisions of the Board shall be decided by a majority vote of those board members present.

Article X: MEMBER EXPENSE REIMBURSEMENT POLICY

Member expense reimbursement is defined as funds returned to a member for expenses incurred in the direct conduct of Club business as authorized by the ACCC Board. Examples may include:

- Postage/printing for special events by the event chairperson
- Postage/printing for the monthly ACCCELERATOR
- Excessive phone charges incurred by members conducting Club business. Phone calls should be limited to ten (10) minutes or less if possible.

Receipts, telephone bills with no notations, and/or accurate descriptive notes must be submitted at least quarterly for reimbursement of allowable expenses.

Article XI: OFFICERS

Section 1: The President, Vice President, Secretary/Treasurer, Membership Governor and Newsletter Editor shall be duly elected by the membership at large at the annual November general business meeting.

Section 2: The term of office shall be one year and the officers shall hold office until their successors are duly elected at the annual November general business meeting and installed at the annual Holiday Social.

Chairpersons of committees shall be appointed by the newly elected officers at the Board meeting -immediately following the November general business meeting. Those shall consist the Nominating Committee chairpersons and the Awards Committee. The Nominating Committee chairperson shall be appointed no later than 60 days prior to the elections.

Article XII: PRESIDENT

Section 1: It shall be the duty of the President:

- To preside at all meetings of the Club and its Board of Directors and conduct the same in accordance with Robert's Rules of Order and these bylaws and execute the laws thereof.
- To vote on all questions whenever his/her vote will affect the outcome (in the event of a tie vote)
- To appoint special committees of which he/she shall be the ex-officio a member, except the nominating committee.
- To serve as the Club representative to all outside organizations, sponsors, etc.
- The President shall, when authorized by the Club, have full power and authority to sign all contracts and agreements or any other documents for, or in behalf of, the Club.
- The President may call special meetings of members under the provisions of Article V, Section 3 of these by-laws. The President is the Chief Executive Officer of the Club.

Article XIII: VICE PRESIDENT

The duties of the Vice President shall include, but not limited to:

- Attend all Board of Directors and monthly business meetings
- Act as meeting chairperson in the absence of the President at any Club meeting
- Develop, update, and maintain Club events for the year
- Update events calendar for the ACCELERATOR monthly
- Write a monthly column for the ACCELERATOR
- Encourage and assist members to plan Club events
- Review materials received in the Club mailbox and forward relevant material for inclusion in the ACCELERATOR
- *Members shall coordinate all event additions with the Vice President to avoid simultaneous functions if possible.

Article XIV: SECRETARY/TREASURER

Section 1: It shall be the duty of the Secretary/Treasurer to attend all Board of Directors and monthly business meetings. The Secretary/Treasurer shall, subject to restrictions by the Board

- Have custody of all monies, debts, and obligations of the Club.
- The Secretary/Treasurer shall receive all monies of the Club and deposit same in the Club account and make all payments of Club debts.
- The Secretary/Treasurer shall keep all receipts submitted and be kept in a permanent file.
- All contracts, checks, drafts, notes, or other orders for payment shall be signed in the name of the Club by the Secretary/Treasurer and countersigned by the President or Vice President. None of these offices shall be held by members of the same family.
- The Secretary/Treasurer shall give a report on the detailed financial status of the Club at all general business and Board meetings. No obligation, debt, or other liability shall be incurred by any members without prior approval of the Board of Directors and subsequently the general membership.
- The Secretary/Treasurer shall assume responsibility for overseeing the ordering, inventory, and/or sale of Club logo items: i.e. clothing, antenna flags, and name tags.

Section 2: An audit of the Secretary/Treasurer's books shall be conducted within three months after the new officers take office. This audit will be performed by two active members not in the current or previous administration. A report will be given to the membership on/before the March business meeting. Additional audits may be conducted if deemed necessary and authorized by a quorum vote of the Board.

Section 3: All records of this Club pertaining to income, disbursements, and financial transactions of any kind, whatsoever, must be kept for a period of at least six (6) years or longer.

Section 4: It shall also be the duty of the Secretary/Treasurer to attend all Board of Directors and monthly business meetings and record minutes and votes in a book for this purpose

- The Secretary/Treasurer shall ensure notices of meetings are published in the ACCCELERATOR monthly or mailed to members if no newsletter is published-
- The Secretary/Treasurer shall make minutes of the board meetings available to members-
- The Secretary/Treasurer shall maintain a permanent record of Club business and Board meetings-
- The Secretary/Treasurer shall also be responsible for notices of Club monthly meetings in local newspapers and publications-
- *Articles to create interest in ACCC should be submitted as listed above. All submissions should be accomplished without fee to ACCC-

Article XV: IMMEDIATE PAST PRESIDENT

- The Immediate Past President may serve on the Board and perform duties assigned by the Board.

Article XVI: MEMBERSHIP GOVERNOR

The duties of the Membership Governor shall include:

- Attendance at all Board of Directors and monthly business meetings.
- Be responsible for all Membership correspondence being distributed to members
- Shall make ACCC applications available at all times for prospective members.
- Shall collect and process all ACCC new member applications in the manner specified by the Board of Directors
- Shall initiate and process all ACCC members' annual renewal applications and fees.
- Shall write a column for the ACCCELERATOR for the purpose of informing members of pertinent information pertaining to membership in the ACCC.

Article XVII: NEWSLETTER EDITOR

The duties of the Newsletter Editor shall include:

- Attendance at all Board of Directors and monthly business meetings
- Publish and distribute the ACCCELERATOR to all current Club members and Corvette clubs on the mailing list on a monthly basis.
- Actively solicit articles from the membership.
- No censorship of articles without approval of the author and/or Board.

Article XVIII: COMMITTEES

Section 1: Nominating Committee

Section 2: Awards Committee.

The Events Committee will determine participation awards. The awards will be presented at the annual Holiday Brunch and Gift Exchange.

Article XIX: ACTIVITIES

Section 1: The activities of this Club shall be in accordance with the bylaws.

ARTICLE XX:-PROPERTY RIGHTS

Section 1: The title to all property, funds, and other assets of this club shall, at times, be vested in the Club for the joint use of the membership. No member shall have any severable proprietary right, title, or interest therein.

Section 2: Membership in this Club shall not vest any member with any right, title, or interest in or to the property of this Club, including funds of this Club.

Article XXI: BYLAWS AMENDMENTS

The Board of Directors or a Bylaws Committee appointed by the Board of Directors, by written proposal submitted to the Secretary, may propose an amendment to these bylaws. Upon such a proposal being made, a copy thereof shall be included notice of the next general business meeting. If a majority of the members present and qualified to vote, vote in favor of the proposal at the next meeting, the amendment shall thereby be approved and adopted. Voting will be conducted in accordance with these bylaws.

Article XXII: DISSOLUTION

Upon dissolution of the Club, disposition of the Club's assets shall be determined by the Board of Directors.

AQUIA CREEK CORVETTE CLUB, INC.

P.O. BOX 986

STAFFORD, VA. 22555

AMMENDED 13 February 2001-September 2005-March 2008

Amended 31 January 2015

Amended 17 November 2020