

**CAPITAL CITY**



**CORVETTE  
CLUB**

By-Laws  
2002

*Established in 1958*

CHARTER MEMBER OF THE NATIONAL  
COUNCIL OF CORVETTE CLUBS

Revised June 5, 2002

**CAPITAL CITY CORVETTE CLUB INCORPORATED  
CONSTITUTION AND BY-LAWS  
2002**

**ARTICLE I - Name and Purpose**

Section A

Name - The name of the club shall be the Capital City Corvette Club, Incorporated.

Section B

Purpose - The purpose or purposes of this corporation are recited in part as follows:

1. To promote the sport and pastime of safe motoring in all its aspects; and
2. To promote the ownership of and to further the interest in Chevrolet Corvette sport vehicles; and
3. To promote, sponsor, organize, and supervise motor car outings, meetings, competitions, reliability trials, hill climbs, and other events, whether motoring or otherwise; and
4. To offer prizes and awards and respect thereof or make such arrangements and commitments as may be necessary for any such purpose; and
5. To acquire by purchase, lease, or otherwise any property real or personal or mixed; and to own, hold, improve, develop, manage, and sell, lease, exchange, mortgage, or otherwise dispose of any property so acquired; and in general to carry on any business in connection therewith and incident thereto not forbidden by the laws of the State of Michigan.

**ARTICLE II - Membership and Dues**

Section A

Membership

1. Master - Membership in the Club shall be restricted to owners of Chevrolet Corvettes who have reached the age of 18. An application for a master member shall be forwarded to the Board of Directors for approval. The applicant must submit to the Board for inspection a valid operator's license and proof of proper insurance. Any person approved by the board and having paid such annual dues and fees as required shall be designated as a master member. Members who no longer own a Chevrolet Corvette may retain membership by non-lapsed payment of dues. The master membership allows renewal of only one spouse membership per year. The Club mailings will be sent to the master member.
2. Honorary - Membership in the Club as an Honorary member shall be restricted to those persons selected at the discretion of a quorum of the Board of Directors, and shall be for a period no longer than one year. The Honorary member shall not hold office, vote, or pay dues.
3. Associate Member - (Restricted to Husband, Wife, or Significant Other of Master Member) Membership in the Club as an Associate Member will have all the Club privileges of a master member. NCCC Spouse dues are required in order to be chairperson of any NCCC-sanctioned event and to accumulate NCCC and Region points.

Section B

Dues

1. Master - Annual Club dues shall be \$65.00 new and \$55.00 renewal. Annual dues will include NCCC dues with the following exceptions: Lifetime memberships and members holding NCCC Memberships with another club. Dues for a Master Member with a lifetime membership or NCCC member of another club will be \$25.00 annually.

**ARTICLE II - Membership and Dues- continued**

Annual NCCC Dues are subject to change at the discretion of the National Council of Corvette Clubs.

- 2. Honorary - No dues.
- 3. Associate - Annual Club dues shall be \$20.00 and will include NCCC dues with the following exception: Associate holding NCCC Membership with another club. Dues for an Associate Member who is an NCCC member of another club will be \$10.00 annually.

**Section C**

**Expulsion**

- 1. Non-payment of dues - Membership will automatically lapse to all Club privileges.
- 2. Infraction of Rules - Any member may be expelled for infraction of Club Rules, or such other causes as may be determined by the majority of a quorum of the Board of Directors as being in the best interest of the Club. However, before such action is taken, the member shall have an opportunity to submit in writing or in person their position on any charge of which they shall be notified in writing.
- 3. Insurance - Any member is automatically expelled at the time their proper automobile insurance is not in force. They can be reinstated upon proof proper automobile insurance has been renewed.

**Section D**

**Resignation**

- 1. Resignation - Any member may resign by directing a letter of resignation to the Secretary. The resignation shall be effective upon receipt, provided all indebtedness to the club is paid, and all real club property tangible and/or intangible, has been returned. In the event of resignation by a member, no rebate of dues previously paid to the club shall be made.

**ARTICLE III - Meetings**

**Section A**

**Meetings**

- 1. General Membership Meetings - Meetings shall be held at a place and time to be specified by the Board of Directors. Monthly reports shall be presented by Officers and Committees as required by the President.
- 2. Special Meetings - In addition, special meetings of the Members may be called by the President, by a quorum of the Board of Directors, or by petition by ten master or associate members.
- 3. Board Meetings – These are meetings in addition to the General Membership Meeting, which a quorum of the Board of Directors shall attend, at a place and time specified by a quorum of the Board of Directors. The Board Meeting is open to the General Membership for observation not participation.

**Section B**

- 1. Notice of Meetings - A written or printed notice stating the place, day, and hour of any meeting of members, including special meetings, shall be given to the Editor not less than 10 days before the last day of the preceding month for which the event will take place. The notice will be printed by the last day of the preceding month for which the publication is for. All contents are the responsibility of the Editor and/or the Board of Directors and will be mailed to each master member, postpaid, to the address appearing upon the records of the club.

**Section C**

- 1. Quorum shall be the members present at any General Membership, Special, or Board Meeting where notice has been previously given as herein provided. At a Board of Directors Meeting a Quorum shall be the majority of the Board Members.

## **ARTICLE III – Meetings - continued**

### Section D

1. Each Board Member will have only one vote regardless of the number of offices held.
2. Proxy - Voting by proxy or absentee ballot in any meeting of the members or the Board of Directors shall not be allowed. In the Election of Officers, absentee ballots shall be allowed only if properly identified.

## **ARTICLE IV - Officers**

### Section A

1. Officers - Must be members in good standing and hold NCCC number with this Club.

### Section B

1. The Elected Officers of the Club shall be:
  - 1) President - Must have held some prior office in the Club
  - 2) Competition Director - Vice President
  - 3) Governor
  - 4) Secretary
  - 5) Treasurer
  - 6) Membership Director
  - 7) Social Director
  - 8) Editor
  - 9) Public Relations Director
  - 10) Points Director

### Section C

1. Vacancies - Any vacancies of Officers or Members of the Board of Directors before July 1st shall be filled by nomination and election by membership. After July 1st such a vacancy shall be filled by appointment by the President and subject to approval by the majority of the Board of Directors. In the event of the President's Office being vacated after July 1<sup>st</sup>, the Board of Directors shall elect a successor from the Board of Directors at a Board Meeting.

## **ARTICLE IV – Officers - continued**

### Section D

1. Compensation and Reimbursement - No Officer shall be compensated by the Club for service in carrying out the duties of office. No Officer or members shall be reimbursed for automobile operating or allied expenses incurred in planning an event or in performing Club business, except as designated by the Board of Directors. Receipt for purchases of supplies for normal Club operations, stationery, postage, and the like, when made with the express consent of the president and/or the Treasurer, may be presented to the latter for payment. Any other purchase in excess of \$20.00 will be brought before the members for pre-approval.
2. The Governor of NCCC Club Proxy shall be reimbursed for gas, one night's lodging, and one main meal when attending all NCCC Governor's Meetings. Receipts should be presented when possible.

## **ARTICLE V - Duties of Officers**

### Section A

1. Duties of the President - The President shall preside at all meetings of the Members and Officers, and shall perform the duties usually pertaining to this office. The President may call special meetings of the members of the Board of Directors, and may exercise special authority as noted elsewhere in this constitution. The President shall be the Chief Executive Officer of the Club.
2. Duties of the Competition Director - The responsibility of all competition events sponsored by this Club and/or coordinated with any other organization pertaining directly to competition is appointed to the Competition Director. The Competition Director shall attend at least 75% of all the Michigan Region Meetings and report back to the general membership in writing. It is the responsibility of the Competition Director in performing the expected duties governed by the Michigan Region Sanctioned Events, Times, Dates, and Location must be made readily available in the newsletter and the General Membership meeting to

## ARTICLE V - Duties of Officers – continued

all Club members within a proper time prior to that said event. The Competition Director is responsible to select and purchase the year-end awards and patches. The Competition Director is ultimately responsible for the points program. The Competition Director will also serve as the Club's Vice President and will accept the duties of the President during his/her absence.

3. Duties of the Governor - The Governor is encouraged to attend at least two of the scheduled meetings established by the National Council of Corvette Clubs and shall present to this club all activities or communications regarding items for publication, competition, membership, and social functions to each respective Officer for their information.
4. Duties of the Secretary - The Secretary shall attend all meetings of the Members and Officers and shall record all minutes and votes in a book kept for that purpose. In the absence of the Secretary, another member shall be chosen by the President to perform said duties pro tempore. It shall be the responsibility of the Secretary to handle Club correspondence.
5. Duties of the Treasurer - The Treasurer shall have custody of all monies, debts, and obligations belonging to the Club and shall make all payments of the Club debts upon the approval of the President and/or the Board of Directors. All checks, drafts, and other orders for payment of money shall be signed in the name of the Club by the Treasurer and one of the three other Board Members specified by the president and approved by the Board of Directors. A report of the financial status of the Club monies shall be given at each regular meeting and whenever requested by the President.
6. Duties of the Membership Director - The Membership Director shall perform such duties as shall be designated by the Board of Directors and assume the responsibilities of recruiting New Members, putting up Promotional Displays at all Club functions involving the Public, collecting membership dues, submitting to the Club Governor the NCCC and Club renewals, and keeping membership records up-to-date. The Membership Director shall also handle the promotional perks given out by NCCC to Master

## ARTICLE V - Duties of Officers – continued

Members and perks given by the Club to New Members. Also the Membership Director is responsible to have published, in the newsletter at least twice a year, a membership list with addresses and phone numbers.

7. Duties of the Social Director - The Social Director shall perform such duties as designated by the Board of Directors and shall assume the responsibilities of the coordination of all Club Social functions. The Social Director shall make readily available in the newsletter and General Membership meetings, times, dates, and locations of all social events.
8. Duties of the Editor - The Editor shall perform such duties designated by the Board of Directors. It is the Editor's job to assume the responsibility of gathering, organizing, and printing all pertinent data and information in a monthly newsletter. The newsletter shall contain reports from each officer with minutes from General Membership, Board, or Special meetings and any other information of interest to the Membership as a whole. It shall be published within the last day of the preceding month for the month of publication is intended. The newsletter shall be taken to the Post Office and mailed to every master member in the Club. Extra newsletters shall be printed for promotional use by the Membership and Public Relations Directors and any club member.
9. Duties of the Public Relations Director - The Public Relations Director shall perform such duties as shall be designated by the Board of Directors to promote Club participation in Civic Activities and to enhance the image of the Club and its events. The Public Relations Director is also responsible for the safekeeping of the Club Artifacts and coordinating solicitation of Advertisers for the Newsletter.
10. Duties of the Points Director - The Points Director shall perform such duties as shall be designated by the Board of Directors. Also it is their duty to provide a list of possible points to be earned and to compile such points. Monthly up-to-date points are required to be made available to the General Membership.

**ARTICLE VI - Committees**

Section A

- 1. Appointment of Committees - The President, with the concurrence of the Board of Directors, shall appoint such committees as desirable, from time to time, and shall outline the duties and responsibilities of such committees. All reports or actions taken by a committee shall be first approved by the Board of Directors.

**ARTICLE VII - Elections**

Section A

Procedures

- 1. Nominations from the floor will be accepted at the General Membership Meetings in October and November. Nominations from the floor must be seconded and formally accepted by the nominee. Nominations will be formally closed at the adjournment of the General Membership Meeting in November.
- 2. A list of all candidates will be published in the December Newsletter, and the formal elections shall be conducted at the General Membership Meeting in December.
- 3. Only members who have renewed their dues for the following year may vote in election of officers or be voted as an Officer.
- 4. Absentee Ballots should be placed in an envelope with the Voter's name on the outside and placed into another envelope and mailed to the designated person.
- 5. Term of Officer shall be from January 1st to December 31st.

**ARTICLE VIII - Fiscal Year**

Section A

- 1. The Fiscal Year of the Club shall run from December 1st to November 30th.

**ARTICLE IX - Liability**

Section A

- 1. All persons (corporations, partnerships, groups, or associations) extending credit to, contracting with, or having any claim against the Club or the Officers thereof shall look only to the funds and property of the Club for payment of any such judgment, contract, claim, debt, damage, or decree or any other monies that otherwise become due or payable to them from the Club or its Officers, so that neither the members of the Club nor the Officers present or future shall in any manner be personally liable thereof.

Section B

- 1. Under no circumstances shall the Club, its property, Board of Directors, or Members be responsible for any debts, damages, or liabilities of any kind or nature, incurred or sustained by any individual member, or any person acting in its name, unless said individual has obtained prior approval in writing from the Board of Directors.

**ARTICLE X - Indemnification**

Section A

- 1. The Board of Directors shall indemnify and reimburse from the funds of the Club each Director or Officer of the Club, and their heirs, executors, or administrators, for any judgment against them and for expense necessarily incurred by them in connection with the defense or reasonable settlement of any action, suit, or proceeding to which they are made a party by reason of their being a Director or Officer of the Club or by reason of their conduct as such.

## **ARTICLE XI - Amendment of Constitution and By-laws**

### Section A

1. Procedure - The Board of Directors of the Club and/or ten Members in good standing, by a written petition submitted to the Secretary, may propose an amendment to this Constitution. Upon such proposal being made, a copy thereof shall be distributed or mailed to each member no less than fourteen days prior to the next General Membership meeting, and shall be voted upon at said meeting.