

# IDAHO BRITISH CAR CLUB BY-LAWS

Version 1.1

June 18, 2011

## I. NAME and EMBLEM

This organization shall be known as The Idaho British Car Club. The official emblem of the Idaho British Car Club is shown below, Round in shape, with the shape of the State of Idaho layered over the "Union Jack", or British Flag, and "Idaho British Car Club" text around the outer band.



## II. PURPOSE

The purpose of The Idaho British Car Club (referred to as "*The Club*") is to encourage and promote the preservation, general enjoyment, and maintenance of British automobiles, for educational, recreational, and historic interest.

## III. MAILING ADDRESS

*The Club* shall maintain a mailing address at:

Post Office Box 9484

Boise, Idaho

83707

## IV. MEMBERSHIP

### Section 1:

Any person interested in British automobiles may become a member. Ownership of a British automobile is not a prerequisite. All persons who are willing to abide by the rules and regulations of these By-Laws shall be entitled to membership in *The Club*.

### Section 2:

Membership shall be considered single (one vote) or couple (2 votes) as registered on the membership form. Membership shall not be transferable or assignable.

### **Section 3:**

Membership requires payment of annual dues. Any person or couple paying the required dues shall be considered a member with full rights and privileges. The membership year runs April 1 through March 31. Dues shall be payable on or before March 31 of each year. Dues paid by a new member after September 1 of any year shall be effective for the remainder of that year and for the following year. Any person who submits an application, pays the required dues and agrees to the by-laws shall be admitted to membership.

### **Section 4:**

Any changes in annual dues may be proposed by the officers at *The Club's* March general meeting and voted on by the membership.

### **Section 5:**

Members may be assessed for the privilege of attending special events offered by *The Club* or other affiliated car club events (e.g. banquet fees, registration for special events, entrance fees.)

### **Section 6:**

*The Club*, for good cause and after notice and hearing, may suspend or terminate any person from membership or leadership position. Any person may voluntarily resign from membership, but such resignation shall not relieve the member from any obligation to pay assessments or other charges previously accrued and unpaid. (e.g. non-payment of regalia purchased.)

## **V. CLUB OFFICERS**

### **Section 1:**

**General:** *The Club* shall minimally have as its Board of Directors the Offices of President, Vice President, Treasurer, Secretary, Membership Chair, Events Chair, Newsletter Editor, Web Master, and Preceding Past President or Member-At-Large. The Officers of *The Club* shall be responsible for the overall direction and guidance of *The Club*. The Board of Directors shall meet at the call of the President. Term of office shall commence on the day of election, at the annual meeting, and shall run until the end of the following annual meeting.

### **Section 2:**

**Officers / Duties: President:** The President shall be the principal Executive Officer of *The Club* and shall supervise and conduct all of its business and affairs. The President shall preside at all meetings and may, together with the Secretary, sign any documents or instructions. The President shall perform all duties incident to the office of the President. The term of this office shall be one (1) year. This position will be limited to no more than two (2) consecutive terms.

**Vice President:** In the absence of the President, the Vice President shall perform the duties of the President and shall have all the powers and be subject to all the restrictions upon the President. The Vice President shall also be responsible, in the absence of the Secretary or Treasurer, to perform the duties of the Secretary or Treasurer and shall have all the powers and be subject to all the restrictions upon the Secretary or Treasurer. The term of this office shall be one (1) year. This position will be limited to no more than two (2) consecutive terms.

**Treasurer:** The Treasurer shall have custody of, and be responsible for, all funds and securities of *The Club*. The Treasurer shall receive and give receipts for all payments to *The Club*, and deposit all such payments in the name of *The Club* in such bank or other depository as the Officers may designate. The Treasurer shall perform all duties incident to the office of Treasurer. The term of this office shall be (1) year. This position will be limited to no more than three (3) consecutive terms.

**Secretary:** The Secretary shall keep the minutes of *The Club* meetings and provide minutes to the newsletter editor for publication in the monthly newsletter. The Secretary shall be responsible for record of By-Laws, direct all necessary correspondence with all national affiliations, and perform as duties incident to the office of Secretary.

**Newsletter Editor:** The Editor shall be responsible for *The Club's* newsletter. The Editor shall receive new membership data from the Membership Chair for publication in the Newsletter. Newsletters shall be published and sent out to the members on a monthly basis, except in November and December, or more frequently if *The Club's* business warrants.

**Events Chair:** The Events Chair shall coordinate and orchestrate the annual calendar of events for any social or motor events as desired by *The Club*.

**Membership Chair:** The Membership Chair shall be responsible for the collection of member dues which will be forwarded to the Treasurer for deposit. The Membership Chair will ensure new membership data is forwarded to the Newsletter Editor. The Membership Chair shall maintain the current club roster, provide address labels for Club mailings and maintain *The Club's* mailing address as defined in Paragraph III of these By-Laws. The Membership Chair shall make available *The Club's* Invitational brochures to all members upon request.

**Web Master:** The Web Master shall be responsible for maintaining and updating *The Club's* web site. The Web Master shall work closely with the Events Chair, Newsletter Editor and other board members to ensure that *The Club's* events and news are posted to the web in a timely manner for maximum participation for said events.

**Preceding Past President or Member-at-Large:** The Preceding Past President, or Member-at-Large, shall represent the membership at large. This person will provide advice to new officers along with continuity to *The Club*.

### **Section 3:**

**Optional Club Positions:** The following positions shall be considered advisory positions to the Officers of *The Club*.

**Antiquarian:** The Antiquarian shall be responsible for the memorabilia and collection of historic Club paraphernalia.

*All Officers and optional Club position members are encouraged and expected to attend monthly meetings. They are also encouraged to attend The Club's calendar of activities.*

## **VI. MEETINGS**

### **Section 1:**

**General Meetings:** General membership meetings will be held at least annually at such location as is designated by the board of directors.

**Special Meetings:** The President, upon reasonable written notice to the membership may call special meetings of the membership.

**Section 2:**

**Rules of Order:** Robert's Rules of Order and these By-laws shall govern, the conduct of all general and annual meetings.

**VII. VOTING**

**Section 1:**

**General Meetings:** Voting of general business may be done without prior Club member notification at any general meeting. This voting may be done by a show of hands. A simple majority will carry the vote. Only members present may vote, no proxy voting.

**Section 2:**

**Annual Meetings:** A regular meeting of *The Club* shall be held annually for the nomination of Officers and position Chairs. No member may hold or run for more than one office. Nominations will be solicited by the club secretary at the Christmas meeting, to the Annual General Meeting. The voting for and installation of the new Officers shall occur during the regularly scheduled Annual General meeting. Voting for Officers and Chair positions shall be by a show of hands.

**Section 3:**

**Quorums:** Fifteen percent (15%) of the total (individual or couple) memberships shall constitute a quorum for the transaction of general business. If a lesser number is present, a majority of those present will adjourn the meeting to a future time and place.

**VIII. GENERAL PROVISIONS**

**Section 1:**

**Checks:** All checks, drafts, or other orders for the payment of money or evidence of indebtedness of *The Club* shall be signed by either the President, Vice President, or Treasurer. No single Officer or Chair may commit more than \$150, or 10% of the available funds in the treasury, whichever is less, without a 2/3 approval by the Officers, except to pay premiums for liability insurance or publish the newsletter. Payment will only be made upon submission of an itemized statement, submitted to the treasurer. The form will be available from the Secretary or the Treasurer. Payment will be made in a timely fashion, upon receipt of a valid request.

**Section 2:**

**Deposits:** All funds of *The Club* shall be deposited in the name of *The Club* in such bank or other depository as the Officers may designate. All deposits must be made within 30 days of receipt by the Treasurer.

**Section 3:**

**Contracts:** The Officers may authorize any agent of *The Club* to contract and enter into an agreement in the name of *The Club*. Execution and delivery of any agreement in the name of *The Club* may be general or confined to specific terms as stated in Section 1.

**Section 4:**

**Fiscal Year:** The Fiscal Year of *The Club* shall begin on January 1 and end on December 31 of each year.

**Section 5:**

Insurance: *The Club* shall carry a liability insurance policy as needed.

**IX. DISSOLUTION OF The IDAHO BRITISH CAR CLUB**

In the event that it becomes necessary to dissolve **The IDAHO BRITISH CAR CLUB**, all properties and moneys of *The Club* shall be divided equally among the current dues paid membership list.

**X. AMENDMENTS OF BY-LAWS**

**Section 1:**

**Proposal of By-Law Amendment:** Members of *The Club* with voting rights may propose to amend the By-Laws as follows:

1. The Officers may propose an amendment to the By-Laws by setting forth and directing that it be submitted for adoption by the members at a general or special By-Laws meeting, or
2. Any fifteen (15) members, or 10% of the current membership, whichever is less, may set forth a proposed amendment by petition, to be filed in writing with the Secretary of *The Club*.

**Section 2:**

**Procedure to Amend By Members:** The proposed amendment shall be submitted by the Secretary to the Officers and Members for their review. Notice of the By-Laws meeting (which may be a general or special meeting) will be published in the newsletter prior to the meeting or by special mailing to the membership. At the By-laws meeting the members present by a two-thirds (2/3) majority, may adopt the amendment.

**Section 3:**

**Procedure to Propose Amendments By Officers:**

1. Officers can propose to amend the By-Laws, by a two thirds (2/3) vote.
2. Any proposed amendments to the by-laws as carried by a 2/3 vote of the Officers shall be brought before the general membership for consideration.

Revision History		
1.0	Initial Release	
1.1	Added Web Master to the Board	June 18, 2011