



Constitution of the Newfoundland Labrador Corvette Club

Adopted – March 7, 2005



Newfoundland & Labrador Corvette Club Constitution

ARTICLE I - NAME

The name of the club will be: Newfoundland & Labrador Corvette Club, hereafter referred to as NLCC, and it will be a nonprofit organization.

ARTICLE II - PURPOSE

The Club is formed to develop a sense of camaraderie, enthusiasm and loyalty among Corvette owners and enthusiasts through the exchange of technical and practical information, business meetings, and social activities.

ARTICLE III - MEMBERSHIP

1. Full membership in the Club will be open to Corvette owners.
 - A. A full member may attend all meetings and functions, and will receive all club benefits .
 - B. A full member and/or their significant other and/or child may hold an elected office; there will be one vote only per full membership.
 - C. A full member of the Club who no longer owns a Corvette may retain his/her full membership status only through the current membership year after which he/she may become an associate member.
 - D. Significant others and children may attend all meetings and functions
2. An associate member is a non-Corvette owner who wishes to join the club.
 - A. An associate may attend all meetings and functions, and will receive all club benefits.
 - B. An associate member may not hold an elected office.
 - C. An associate member will be able to vote.
3. Honorary membership is open to anyone, provided the invitation to honorary membership is extended by majority vote of the members present at a business meeting.
 - A. An honorary member may attend all meetings and functions and will receive a newsletter.
 - B. An honorary member may not hold an elected office.
 - C. An honorary member may not vote.
4. All membership terms are for a period of one year.

ARTICLE IV – DUES

1. Dues will be assessed as stated in the Club's Financial Policies.
2. The amount of the dues can be reviewed by the membership and can only be changed with a 2/3 majority vote of the voting members present at a business meeting.
3. All dues will be collected at the time of application.
4. Annual dues are nonrefundable and are due by January 31

ARTICLE V - VOTING

1. Every full member and associate member is entitled to one vote each.
2. Unless otherwise stated in these By Laws, a simple majority vote of those voting members present at a business meeting will carry a vote.
3. A quorum consisting of 3 voting members, which must include at least 2 officers, must be present to conduct any business at a meeting.

ARTICLE VI - MEETINGS

1. The business meeting will be held monthly at a location, date and time to be agreed upon by a consensus of the officers. The locations will be determined in advance and will be communicated to the club members.
2. Ad hoc executive meetings may be called as required

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3. The President will preside at all meetings. In the absence of the President, the Vice President or other designated officer will preside.
4. The minutes of the prior month's business meeting will be distributed and reviewed at the monthly business meeting.
 - A. The published minutes will stand as published unless changes are submitted in writing, to the President, prior to the next business meeting.
 - B. The minutes will be approved by a majority vote of the voting members present at a business meeting.

ARTICLE VII - OFFICERS AND ELECTIONS

1. The officers of the Club will be the President, Vice President, Treasurer, Social Director, Membership Director, and Recording Secretary.
2. The term of office for officers will be not more than two full, consecutive terms. Partial terms are not counted as part of a full term.
 - A. Each officer will be elected by a majority vote of the voting members by secret ballot. Officers will be nominated in November, voted on in December, installed in office in January, and will serve for one calendar year.
3. Nominations for office will be made from the floor by the membership at the November business meeting, or in writing to an officer prior to the November business meeting.
4. If the office of the President becomes vacant for any reason during the calendar year, the Vice President will assume the office of President.
5. If the office of any of the other officers becomes vacant during their elected term, that vacancy will be filled by an election for the remaining term.

ARTICLE VIII - REMOVAL FROM OFFICE OR MEMBERSHIP

1. A request to remove for conduct unbecoming an officer or member will be presented in writing to the officers of the Club.
2. A committee established by the officers will conduct an investigation within 30 days of receipt of the allegations.
3. Copies of the request and charges must be presented to the accused within 30 days of receipt.
4. The findings and recommendations of the committee must be reported at the first business meeting following the completion of the investigation. Removal will only be accomplished by a 2/3 vote of the voting members present at the business meeting.
5. Any member or officer who circumvents or invalidates any By Laws without due process will be subject to removal.

ARTICLE IX - PROPERTY AND FINANCE

1. Property and items purchased by the Club, will be the sole property of the Club.
2. If the Club disbands, the property of the Club will be disposed of in accordance with the majority vote of the voting members present at a business meeting.
3. Checks and other orders for payment of moneys in the name of the Club will be signed by two officers.

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4. Financial policies may be changed by a majority vote of the voting membership present at a Club meeting.
5. Club assets will be audited annually.

ARTICLE X - AMENDMENTS TO THE BY LAWS

1. Amendments to the By Laws will be by a 2/3 vote of the voting members present at a business meeting. Amendments to the By Laws will not be voted on until the meeting following publication of the proposed amendments.

ARTICLE XI-OFFICER JOB DESCRIPTIONS

1. The duties of the President will include, but not be limited to:
 - A. Preside over all business and officer's meetings.
 - B. Appoint committees, as necessary, to meet the needs of the Club.
 - C. Maintain and develop relationships with: Sponsors, and Other Clubs
 - D. Provide planning and strategies that support the Club's welfare and future success.
2. The duties of the Vice President will include, but not be limited to:
 - A. Preside at the officer and business meetings in the absence of the President.
 - B. Arrange & schedule monthly business and officer meetings.
 - C. Assist the President, when required.
 - D. Maintain physical asset inventory and control.
 - E. Coordinate charitable activities.
 - F. Maintain a Membership Phone Tree.
3. The duties of the Social Director will include, but not be limited to:
 - A. Coordinate Social Events
 - B. Coordinate Cruise Events
 - C. Coordinate Car Shows.
4. The duties of the Recording Secretary will include, but not be limited to:
 - A. Keep the minutes of the business and officer's meetings and will submit same to the officers and the former to the Newsletter Editor.
 - B. Maintain all written communications for the Club.
 - E. Maintain the Club By Laws.
5. The duties of the Membership Director will include, but not be limited to:
 - A. Process and maintain all applications for membership.
 - B. Keep an updated membership list with all member information and will provide same to all officers as needed. This information will be used for club business only.
 - C. Assume responsibilities of the Recording Secretary in his/her absence
 - D. Establish recruitment objectives and programs
6. The duties of the Treasurer will include, but not be limited to:
 - A. Maintain an accurate accounting of all financial transactions.
 - B. Provide monthly financial statements.
 - C. Establish procedures for documenting and recording all transactions.
 - D. Reconcile Club accounts.
 - E. Develop an annual budget.
 - A. Responsible for all payments and deposits of funds.
 - B. Keep said funds on deposit in a financial institution.
 - C. Supervise the purchasing and sale of merchandise.
 - D. Supervise all raffles
 - J. Arrange annual audit