

RENO CORVETTES BY-LAWS
RENO, NEVADA
1/3/2013(Revised)

ARTICLE I – Name and Purpose

The name of this organization shall be RENO CORVETTES, INC. Its purpose shall be to encourage planned activities and events for all members with an emphasis on Corvette knowledge, safety and promoting a positive Corvette Club image.

ARTICLE II – Membership

1. Eligibility & Classifications:

- a) Applicant must be a Corvette owner to join Reno Corvettes, complete a membership application, possess a current and valid Driver's license, carry and maintain liability insurance, payment of initiation fee and membership dues. Thereafter dues may be renewed by anyone previously qualified as a Corvette owner. A member who relinquishes ownership in his/her Corvette must become a Corvette owner within one year. Members in good standing are eligible to the benefits and programs of the Club.
- b) Members (no family membership) defined as:
Individual member's spouse or significant other.
- c) Honorary Member:
A person who has made an outstanding contribution to the club, upon approval by the board, will be granted a membership with the approval by a majority of the members present at regular membership meeting. Cannot vote on club matters or hold elective office.
- d) Associate Member:
Current sponsor or their designated employee as specified by the sponsorship guidelines with the approval of the Board. Cannot vote on club matters or hold elective office.

2. Dues:

- a) Dues shall be payable on an annual basis. The basis of the annual dues shall be determined by the current Executive Board on or before October 15th of each year. There will be no refunds on membership dues.
- b) The club Treasurer, by order of the Executive Board, will communicate via e-mail or mail an invoice to all current club members by November 1st stating the amount of the dues to be paid. Dues shall be due and payable in full at the

December General membership Meeting. Dues not paid by the December General Membership Meeting will be considered in default and renewal after that date will be charged an additional late fee equal to one-quarter of the annual membership dues. Memberships not paid by January 1st will be considered resigned and a new member application must be submitted.

- c) In the event a new member joins the club after January 1st, the dues shall be prorated on a quarterly basis for that year only. The amount of the dues prorated shall be determined by the Executive Board as specified in Article II, Section 2, Paragraph a).
- d) Members meeting the above requirements shall be considered a "member in good standing."

3. Procedure:

- a) No member shall spend or obligate club funds without prior approval of the Executive Board. Any member who fails to comply with the above shall assume full responsibility and may be subject to disqualification from the club membership as stated in Article VI.
- b) The maximum honorarium for any member shall not exceed two (2) times the amount of the annual membership dues. The specific amount will be determined by the Executive Board.

4. Resignation:

- a) When a member resigns from the club, he/she will not be entitled to any share of the club treasury or club possessions. Any club property in a member's possession must be returned immediately to the club President.
- b) Payment of back dues after resignation will not be required for reinstatement; however, initiation fees and dues will be payable as stated in Article II, Section 2, Paragraph d).

ARTICLE III – Meetings & Activities

- 1. General Membership Meetings will be held on the first Thursday of each month. The Executive Board may change this date if it conflicts with a holiday or other important function and will make every attempt to determine date changes in time to publish the substitute date in the club newsletter or by email.
- 2. Executive Board Meetings. The Executive Board shall meet on a monthly basis preceding the General Membership Meeting at a time selected by the Executive Board. Members may attend and observe the Executive Board meeting, but may not

participate. If there are agenda items to be presented by the membership, those agenda items must be presented to the Club President at least one week prior to the Executive Board meeting.

3. All meetings shall be conducted according to the current edition of Roberts Rules of Order.
4. Individuals under the age of 16 will not be allowed at the General Membership Meetings or any Club function unless specifically approved by the President.

ARTICLE IV – Election of Officers

1. The Vice President, Secretary, Treasurer, Club Photographer, Newsletter Editor, and or Webmaster, four (4) Events Committee Members and two (2) Hospitality Co-Chairpersons shall be elected for a period of one (1) year. Additional Events Committee Members and/or Hospitality Co-Chairpersons may be elected if the membership so chooses. The above named officers, along with the President and Immediate Former President (if he/she so desires), shall make up the Executive Board. All members serving on the Executive Board shall have equal voting privileges in that body.
2. Officers shall be elected by a majority vote of the members in good standing present at the December General Membership Meeting. Those elected will assume office at the Executive Board Meeting prior to the January General Membership Meeting.
3. A nominating committee will be appointed by the President at the October Membership Meeting. The committee will consist of the President, Vice President (and three (3) members who are not serving on the current Executive Board. Those three (3) members shall be appointed by the President with the approval of the Executive Board, and recorded in the minutes by the club Secretary. Nominations will be accepted from members in good standing at the November General Membership Meeting and read and reopened for additional nominations at the December General Membership Meeting. Voting shall be by written ballot at the December General Membership Meeting. Ballots shall be tabulated and verified by three (3) members in good standing who are not serving on the current Executive Board and whose names do not appear on the ballot. Those three (3) members tabulating shall be appointed by the President with the approval of the Executive Board, and recorded in the minutes by the club Secretary.

4. The Vice President after serving his/her term of office shall automatically assume the office of President for the consecutive term.
5. Any open vacancy in the elective offices shall be filled by elections at the next General Membership Meeting following the existence of the vacancy with the exception of the office of the President. The office of the President shall automatically be filled by the Vice President and a new Vice President shall be elected. Any vacancy to be filled will follow the election procedure outlined in Article IV, Section 3.
6. Any person elected to fill a vacancy shall serve only for the unexpired portion of that term with the exception of the Vice President who shall serve his/her consecutive term as President.

ARTICLE V – Duties of Officers

1. President:

- a) The President shall ensure a meeting site and preside at all General Membership Meetings and Executive Board Meetings.
- b) The President may be one of the two (2) co-signers of all checks issued by the club treasurer.
- c) The President shall be the general coordinator for all club functions and will be the official Reno Corvettes spokesperson.
- d) The President may form special committee(s) for the good of the club.
- e) The President, at his/her option, may remain on the Executive Board with the title Immediate Former President for a period of one (1) year following his/her term of office as an advisor with equal voting privileges.
- f) The President will maintain safe deposit box key, club insurance, oversee digital files and electronic portable devices which contain copies of By Laws, and all other appropriate written club documents.

2. Vice President (Formerly President-Elect):

- a) The Vice President shall perform the duties of the President in his/her absence. He/she shall assist the President when necessary. The Vice President automatically assumes the position of the President for the consecutive term of office.

- b) The Vice President shall oversee the collection of sponsor's dues and solicit new sponsors for Board approval.
- c) The Vice President shall be in charge of the monthly General Membership Meeting's 50/50 raffle.
- d) The Vice President shall serve as Chairman of the Audit Committee consisting of him/her and not less than two (2) additional members in good standing. The financial and property audit must be concluded each year on or before November 30.
- e) The Vice President shall serve as liaison with other clubs and selection sponsors.
- f) The Vice President may be one of the two (2) co-signers of all checks issued by the club treasury.
- g) The Vice President shall perform other duties as delegated by the Executive Board.
- h) Responsible for Safe Deposit lock box key

3. Secretary:

- a) The Secretary shall keep a record of General Membership Meeting and will provide a copy to be published in the club newsletter. The Secretary shall also keep records of the Executive Board Meetings, and impeachment and disqualification proceedings)The Secretary is responsible for maintaining a record of resolutions adopted by the Executive Board or the General Membership.

4. Treasurer:

- a) The Treasurer shall issue annual invoices as specified in Article II, Section 2, Paragraph b).
- b) The Treasurer shall keep an accurate record of all moneys collected and disbursed by the club as approved by the Board.
- c) Maintain and coordinate preparation of financial documents as required by state and federal regulations for each fiscal year January 1 - December 31.
- d) The Treasurer shall submit a written financial report at the General Membership Meetings and the Executive Board Meetings.
- e) Prepare with the assistance of the board member who submits their fiscal budget an annual operating budget by the February Board meeting. f) The Treasurer shall submit upon request of the Audit Committee, all records including but not limited to; canceled checks, check stubs, deposit slips and any other paperwork relative to the club treasury. The Audit Committee shall complete the financial audit on or before November 30.

- f) The Treasurer shall be responsible for the timely payment of the debts of the Club and the timely deposit of all receipts).
- g) The Treasurer may be one of the two (2) co-signers of all checks issued by the club treasury)
- h) The Treasurer will be allowed, as approved by the Board, \$100 for petty cash account for incidentals and must balance each month.
- i) Access Club PO Box and distribute club mail to appropriate Board members.
- j) The treasurer shall maintain financial year for the club fiscal year January 1- December 31 of a given year records.

5. Events Committee Members (4):

- a) The Events Committee Members shall plan and coordinate all club events and submit monthly calendars to be published in the club newsletter. They will provide event sign-in sheets for attendees at the General Membership Meetings. The Events Committee shall meet and elect a chairperson within the first (1) month of their term.
 - 1) Events Chairperson will be the spokesperson and provide events proposal, budgets and presentation to the board and at the General Membership Meetings.
 - 2) Chairperson will responsible for the collection of event money from members and submission to Treasurer, payments to provider of events, report and propose events including Profit / Loss report to the board, typically within 15 days after the event .
- b) The Events Committee Members shall provide assistance in coordinating Reno Corvettes' attendance at other car club events.
- c) The Events Committee Members shall be responsible for informing the membership of events and/or other pertinent information.
- d) Any member may stage a club event as long as: the Events Committee has been contacted and at least one (1) Events Committee Member has given prior approval; the Executive Board has been given prior notification; the event is open to all club members; and club members have been given prior notice through normal communications channels. Should any club funding be required for the event, the event and funds must have the approval of the Executive Board.
- e) One event person will be elected by the events committee to manage the event e-mail blast and must be within the rules set forth in Article IX
- f) List and maintain records of all equipment and supplies.

6. Hospitality Co-Chairpersons (2):

- a) The Hospitality Co-Chairpersons shall be responsible for, reporting, welcoming and introduction of new members and guests at General Membership Meetings and conduct attendance drawing.
- b) The Hospitality Co-Chairpersons shall organize and distribute information packets (Welcome Letter, Badges & Roster) to all new members via at the meetings or electronically through e-mail
- c) The Hospitality Co-Chairpersons shall assist the President with publicity and public contact.
- d) Hospitality shall be responsible for organizing and maintaining, and publishing in February and August an electronic membership roster)
- e) Prepare Report to Board and at General Meetings total number of members, households and Corvettes
- f) Provide new members drawing cards to Vice President, for monthly drawing, email to board, Newsletter Editor and Events Chairperson new members Email address.
- g) Email jacket and shirt information to, approved vendors for badge information, jacket, shirts, badges, pick up and distribute to members.

7. Newsletter Editor and or Webmaster:

- a) The Newsletter Editor shall be responsible for collecting information, articles, and photos, editing, publishing and distributing, via email, the organization's newsletter on a monthly basis, per the guidelines set forth in Article IX
- b) The Newsletter Editor is responsible for the monthly newsletter publication, but the Executive Board retains the authority to exercise editorial control over the content as needed.
- c) Maintains oversight on the Reno Corvettes Face book (secret site). May apply judgment to remove materials not in the best interest of the membership.
- d) Controls, updates, edits & maintains Reno Corvettes website.

8. Club Photographer

- a) Shall be responsible for taking digital pictures of all sanctioned Club events and editing and submitting to the Newsletter editor for publications or special presentation.
- b) Coordinate all pictures and publications for annual club calendar and historical club pictures archives.
- c) Distribute pictures to membership as appropriate

- d) When the photographer is not available for a given sanctioned event they will coordinate for the pictures to be taken.

ARTICLE VI – Disqualification

1. Any member in good standing of this club could be suspended or expelled for acts of unbecoming sportsmanship, for failure to maintain current dues, for acts determined to be detrimental to the good of the club, or violation of any article(s) of the Reno Corvettes By-Laws.
2. Authority for action in the case of suspension or expulsion.
 - a) Authority for action in the case of suspension or expulsion shall come from 2/3 affirmative vote of all members in good standing present at the General Membership Meeting. Voting procedures shall be by secret written ballot and shall be tabulated and verified by three (3) members in good standing appointed by the Executive Board.
 - b) The accused and the President, or in the event the President is the accused, the Vice President, shall be notified of the charge(s) and the date of the scheduled hearing at least two (2) weeks prior to the scheduled hearing by having notices mailed to their last known address.
 - c) The Executive Board shall establish the hearing date.

ARTICLE VII – Impeachment of Officers

1. Any member in good standing, or group of members in good standing, may file charges of impeachment against any officer.
 - a) Grounds for impeachment include, but are not limited to, the following:
 - 1) Failure to maintain an “in good standing” status.
 - 2) Missing more than two (2) consecutive General Meetings or Executive Board Meetings in any club year without notification to the Board of the absence.
 - 3) Misrepresentation of office or club.
 - 4) Misuse of club funds.
 - 5) Inability to perform the duties of office as outlined in Article V.
 - 6) Inability to cooperate with fellow officers and members in matters pertaining to Reno Corvettes.

- 7) Conviction of a felony.
- b) The accused officer and the President, or in the event the President is the accused, the Vice President, shall be notified of the charge(s) and the date of the scheduled hearing at least two (2) weeks prior to the scheduled hearing by having notices mailed to their last known address. The Executive Board shall schedule the hearing for impeachment proceedings at the next General Membership Meeting consistent with the notice requirements.
- c) A 2/3 affirmative vote is required for impeachment by all members in good standing present at the General Membership Meeting or Impeachment Meeting. Voting procedures shall be by secret written ballot and shall be tabulated and verified by three (3) members in good standing appointed by the Executive Board.
- d) A separate set of minutes of the impeachment proceedings shall be taken and kept with all impeachment notices.

ARTICLE VIII - Nonvoting Board members

- a) One Club Historian and one Webmaster will be elected by the current Board each year. Duties to be assigned by the current Board.

ARTICLE IX - Electronic Media

- a) Electronic Newsletter, e-mail blasts, social networks, and club website must be held to the guidelines as follows: Must only be club related and/or benefit club members. Topics that contain sexual, political or religious content are not permitted and will be removed.

ARTICLE X – Waiving and/or Amending Article(s) of the By-Laws

1. Any article of this organization's By-Laws may be waived and/or amended by a 2/3 affirmative vote of the members in good standing present at the General Membership Meeting when the proposed waiver and/or amendment is put to a vote.
2. A copy of all proposed waivers and/or amendments shall be sent to each member of the organization at least two (2) weeks prior to voting.
3. A permanent record of all waivers and/or amendments shall be kept by the Secretary in the minute's book of this Organization.

ARTICLE XI - Dissolution of Reno Corvettes Inc

1. The Board may dissolve the club upon approval at the General Membership meeting by simple majority of the members in attendance, two months following the announcement by the Board to dissolve Reno Corvettes, Inc.
2. Upon dissolution approval by the members, the Board will resolve all accounts, any remaining funds with Board approval, will be donated to charities that support children or Military Veterans within the greater Reno area.

By-Laws Adopted: 05/15/70

By-Laws Amended: 04/01/71

08/03/72

05/02/74

08/03/78

08/06/81

11/06/82

12/02/82

01/04/90

02/06/97

09/03/98

10/05/00

07/11/02

09/02/04

09/04/08

11/17/12 (Amended / Approved by the Board)

11/21/12 (Emailed to Membership for review / approval)

1/3/2013 Amended & Approved by Membership.