

# **Constitution and By-Laws of the San Jose Classic Chevy Club**

## **ARTICLE I – NAME**

The name of this organization shall be San Jose Classic Chevy Club.

## **ARTICLE II – PURPOSE**

This Club was originally organized for the purpose of encouraging restoration and preservation and for supporting the continued interest in all 1955, 1956, and 1957 Chevrolet vehicles. In the year 2000, the Club voted to include all Classic Chevrolet vehicles, those cars being twenty-five years and older.

We provide activities such as tours, car rallies, and car shows for the enjoyment of our members. We assist in parts location and work to defeat legislation that may be harmful to our hobby. While we accept all models of Classic Chevys 25 years and older, including Corvettes and trucks, club members need not own one of these classics but should express an interest in these vehicles and a desire to help preserve them.

The San Jose Classic Chevy Club is a non-profit club for owners and aficionados of Classic Chevrolet vehicles. We are based in San Jose, California, but have members from throughout the United States and Canada. We welcome cars in all states of restoration, stock or modified, from daily drivers to show cars.

## **ARTICLE III – MEMBERSHIP**

Membership shall be open to all persons with a genuine interest in the preservation and restoration of Classic Chevrolet vehicles. However, ownership of a Classic Chevrolet is not required for membership. Membership entails the obligation to pay dues to the Club. The Club is family oriented, and each family member is included as a Club member on payment of dues to the Club by any family member. Voting rights are given to all members over the age of eighteen with each family membership limited to a maximum of two (2) votes.

## ARTICLE IV – OFFICERS

The officers shall consist of:

- President
- Vice-President
- Secretary
- Treasurer
- News Editor
- Webmaster
- Historian
- Car Show Chairperson
- Activities Chairperson(s)
- Public Relations
- Host / Hostess

Any member in good standing shall be eligible to hold one of the offices, providing he/she has been a member for six (6) months and has attended meetings and functions for the last year. The last two requirements may be waived by a vote at the general meeting. In any case, the member running for office must be current in dues owed to the Club.

The officers of this Club shall be elected annually by the membership of the Club and shall serve for one (1) year.

The PRESIDENT shall be the chief officer of this Club and shall preside at all meetings of its membership. The PRESIDENT shall supervise all affairs of the Club.

The VICE-PRESIDENT shall preside at the Club meetings/functions when the PRESIDENT is absent or the office becomes vacant. In the event the office of the PRESIDENT becomes vacant, the VICE-PRESIDENT becomes PRESIDENT and a new VICE-PRESIDENT is elected. The VICE-PRESIDENT shall assist the PRESIDENT. The VICE-PRESIDENT will also greet guests and introduce guests, prospective members, and new members to the membership at the general meeting.

The SECRETARY shall record the proceedings of the Club meetings and shall be empowered to certify jointly with the PRESIDENT as to such proceedings. The SECRETARY shall handle all correspondence and maintain the attendance records for the Club.

## **ARTICLE IV – OFFICERS (Cont’d)**

The TREASURER shall have custody of all Club funds and securities and shall maintain full and accurate accounts to all receipts and disbursements in the Club ledgers and related books. The TREASURER shall deposit all moneys, securities, and other valuable effects and belonging to the Club in such depositories as may be designated for that purpose by the membership. The TREASURER shall disburse the funds of the Club as may be directed by the membership. Proper documentation, receipts, vouchers, etc. will support all disbursements. The TREASURER shall render to the officers and the membership at the regular meetings, or as otherwise directed by them, an account of all the transactions and the financial condition of the Club. The signature of the TREASURER shall be required to disburse Club funds, with membership approval. In the absence of the TREASURER, the signature of either the PRESIDENT, VICE-PRESIDENT, or SECRETARY shall be required to disburse Club funds, with membership approval.

The NEWS EDITOR shall compile, type, reproduce, and mail or email the monthly Newsletter. The Club treasury will pay the newsletter expenses. The newsletter is important in that the membership relies on it for timely and accurate information about the Club and associated activities.

The WEBMASTER creates and/or maintains the SAN JOSE CLASSIC CHEVY website and the Club roster. Information on the site should include a section of contacts for prospective members and guests, as well as the monthly meeting information and calendar of events. Other sections can include pictures, past events, current newsletter, and other sections of interest to Club members. Funds will be made available for operation of the website. The WEBMASTER will be expected to submit original receipts for reimbursement for the cost of the website hosting and domain registration.

The HISTORIAN shall maintain the Club picture book, take photos at functions, and maintain the Club archives. The HISTORIAN shall display the photos at meetings. The HISTORIAN is also responsible for the Club’s technical library.

The CAR SHOW CHAIRPERSON shall be responsible for the production of the annual Car Show, Toy and Food Drive held annually during November in accordance with ARTICLE VII. The CAR SHOW CHAIRPERSON shall have the following responsibilities: The authority to schedule appropriate car show planning meetings and designate car show sub-committees as appropriate; act as liaison between the event host and the Club; oversee the car show budget; coordinate the show volunteers; work with the Club’s PUBLIC RELATIONS OFFICER to plan and effect show advertisement; act as liaison between show sponsors/contributors and the car show; maintain a binder of plans, notes, sponsors/contributors, receipts, etc. of each years’ show; and give status reports to the Club at regular Club meetings. To be eligible for the position of CAR SHOW CHAIRPERSON, a Club member must have actively participated in a minimum of two San Jose Classic Chevy Club’s Annual Car Show, Toy and Food Drives.

## **ARTICLE IV – OFFICERS (Cont'd)**

The ACTIVITIES CHAIRPERSON(S) shall be responsible for selecting Club activities, which are of interest to the membership. He/she is responsible for organizing and insuring that activities are properly executed when there is interest and a reasonable assurance of good attendance by the membership.

The PUBLIC RELATIONS OFFICER shall be responsible for coordinating Club participation in events, i.e. car shows, exhibits, parades, etc. The PUBLIC RELATIONS OFFICER is responsible for representing the Club to the general public, media, etc.

The HOST/HOSTESS duties include greeting guests and visitors at meetings and Club events. He/she will insure that prospective members receive all Club handouts. He/she will also oversee the service of refreshments and is responsible for the monthly raffle.

## **ARTICLE V - RESIGNATION AND EXPULSION**

Any member may resign by written notice to any Club Officer. His/her resignation shall become effective upon receipt and upon payment of any dues owed to the Club. The Club will assume that a member has resigned when his/her dues are delinquent for 4 months or more. The Club will stop mailing or emailing the Newsletter, remove the member from email lists, and deactivate the member access to the members only section of the website.

Expulsion and/or any disciplinary action with any infraction of the Club's rules and regulations shall be dealt with by a meeting of the Club's Officers and/or the general membership where the disciplinary action will be determined and voted upon. A recommendation for expulsion must be voted on and approved by the general membership. A majority vote is a majority of 'Yes' votes; an abstention is the same as a 'No' vote. The offender shall be notified in writing. As a family Club, certain activities must be considered, addressed, and limited by this constitution:

1. Excessive consumption of alcoholic beverages at meetings and activities.
2. Possession or use of any substances such as drugs, marijuana, etc.
3. Any offensive or threatening language or behavior.

## ARTICLE VI - MEETINGS

The regular meeting of the Club shall be held once a month at a date and time determined by the membership. The annual election meeting shall be held in January of each year for the purpose of election of officers. Other meetings shall be held during the year for conducting business, which may come before the Club. If a date and/or time are changed, the membership shall be notified by email, text message, telephone, or other means.

Special meetings may be called by the PRESIDENT and/or by the request of five (5) or more members. All members are to be notified by mail, email, and/or telephone as to the time and location. Officers' meetings may be held quarterly on the first Tuesday of January, April, July, and October or at the discretion of the PRESIDENT. Officer attendance is requested, but any and all members are welcome to attend. All new business is to be presented at the Officers' meeting for discussion and/or action. All issues presented to or by the board have a limit of 15 minutes discussion by the general membership when the issue is presented at the general meeting. The limit may be extended if the PRESIDENT deems it necessary. If an issue is not resolved after two meetings, a committee will be formed to discuss the outstanding issue. This committee will meet with the officers and a resolution will be announced at the general meeting.

A member may ask that a fundraiser, drive, or donation be taken for a particular cause if the following conditions are met:

1. A written Statement is given to the officers for discussion at the Officers' meeting. They will determine if this should be forwarded to the general meeting.
2. A presentation is given at the regular meeting. A vote will be taken and a majority of 'yes' votes is required for the motion to carry.
3. A day will be set, and the item shall be made part of that day's meeting agenda. A maximum of \$100.00 will be allowed. Officers are authorized to commit expenditures up to a maximum of \$100.00 without general membership approval on an emergency basis only.

## ARTICLE VII - ACTIVITIES

### 1. **Annual Car Show, Toy and Food Drive:**

The Annual Car Show, Toy & Food Drive, first held in 1989 to benefit those impacted by the Loma Prieta Earthquake, shall be held each year in the month of November, unless prevented by external events or otherwise cancelled by vote of the membership. Funding for the annual Car Show is provided by sponsorship, general Club funds are not to be used. Accumulated funds, held in the Club treasury and accounted separately from the general Club funds, roll over each year. These accumulated funds are to be used to fund the annual Car Show should sponsorship funds not be sufficient or available. Cash proceeds from the Car Show are to be withheld each year to reimburse any accumulated funds spent for that year's Car Show to maintain a constant balance from year to year whenever possible. Additional funds may be added to the accumulated funds if the Club deems the amount held is not adequate. The Car Show is produced each year under the leadership of the Car Show Chairperson in accordance with the responsibilities given in Article IV. A new Car Show Committee is formed each year to produce the Car Show. The venue location over the years has been subject to change dependent upon space and venue availability. Since 2008 the annual show has been held at Cathedral of Faith in San Jose CA. Proceeds from the Car Show; including toys, food items and cash donations; continuing in the tradition and spirit of the original show, shall be donated to benefit both children and adults in need of extra help during the holidays. Provided that the Car Show and our regular club meetings continue to be held at Cathedral of Faith, the show proceeds will be donated to Cathedral of Faith to support their annual holiday toy giveaway and holiday food distribution program.

### 2. **Other Club Activities:**

The ACTIVITIES CHAIRPERSON(S) shall undertake the responsibilities given in Article IV for planning and executing organized Club Activities. Other events such as group attendance in local car shows may be organized as club business during regular club meetings.

## ARTICLE VIII - DUES

Dues are paid on a yearly basis with the year starting in January and ending in December. New members will pay dues on a pro-rated scale. The dues are established by the membership.

The current yearly dues (due in January) are \$30.00 with a pro-rating of dues for new members according to the following schedule:

January	\$30.00	July	\$15.00
February	\$27.50	August	\$12.50
March	\$25.00	September	\$10.00
April	\$22.50	October	\$ 7.50
May	\$20.00	November	\$ 5.00
June	\$17.50	December	\$ 2.50

In March of each year, the PRESIDENT, or his/her designee, shall contact members who have not renewed their membership. If a member remains delinquent in paying their dues by May 1st, they are presumed to have resigned from the Club.

### **Changes to Bylaws:**

- Bylaws amended to add Article VII (Activities) and to change Dues from Article VII to Article VIII. Ratified by a vote of the membership during meeting: 8/20/2020
- Bylaws revised and ratified by a vote of the membership during meeting: 4/20/2017
- Bylaws updated - Changed Article VI regarding dollar limit on donations/fundraisers from \$25 to \$100: 3/23/2015
- Bylaws updated - Changed Article VI to quarterly officers meeting and specified timing of the meeting: 3/21/2014
- Bylaws ratified by vote of the membership: 4/19/2012
- Bylaws updated/merged with June 2000 approved bylaws with above approved changes: 4/3/2012
- Bylaws updated - Added modification date: 11/4/2010
- Bylaws updated - Added Car Show Chairperson: 2/20/2009
- Bylaws updated - Added Webmaster position: 7/17/2008
- Bylaws posted to Member's Only Section: 6/8/2008