

# CMCA Constitution & Bylaws

## CONSTITUTION

### Article I: Name

**Section 1:** This non-profit organization shall be known as “Central Minnesota Corvette Association.”

### Article II: Purpose

**Section 1:** The purpose of this organization is to promote good fellowship among Corvette owners and enthusiasts.

**Section 2:** To preserve the Corvette as a classic car and to give technical information on all phases of ownership and restoration.

**Section 3:** To maintain a high degree of knowledge of the Corvette through meetings and events of the club.

**Section 4:** To maintain the highest standards of courtesy and safety on and off the road.

### Article III: Membership

**Section 1:** Membership is open to any person who owns a Chevrolet Corvette.

**Section 2:** All new members will be accepted on a contingency basis. A vote for approval will be conducted by the Executive Board.

**Section 3:** Members shall be a minimum of 21 years of age.

**Section 4:** Membership includes spouse and children under the age of 21.

### Article IV: Club Policies

**Section 1:** Only dues paying members, their spouse/guest, significant other, and immediate families shall be invited to club socials and closed events. When a member brings a guest to a club event and part of the cost is subsidized by the club, the guest will also be covered. This is limited to one guest per membership per event. The intent of this policy is to allow a single membership the same benefit as a family membership.

**Section 2:** A calendar of club events shall be discussed by the Executive Board and general membership at the Spring and Fall General Meetings.

**Section 3:** Any club event scheduled after the Spring Meeting must be approved by the President who will coordinate dates so as not to conflict with any future events on the calendar.

**Section 4:** Being a non-profit organization, no monies shall be redistributed to club members. In the event the club disbands, all remaining funds shall be distributed to charitable organizations. All members of the Executive Board shall be present to vote on the matter.

**Section 5:** All club expenditures shall have approval as follows:

- a) Annual budget as approved by the membership at the Fall General Meeting.
- b) Amounts less than or equal to \$500 is approved by a majority of the Board.
- c) Amounts greater than \$500 must be communicated to membership and approved at the following club meeting by majority vote.

**Section 6:** Contributions to charitable organizations shall be determined at the Fall General Meeting by a majority vote.

## **Article V: Election of Officers**

**Section 1:** The officers of this club are:

- a) President
- b) Vice President
- c) Secretary
- d) Treasure
- e) NCCC Governor
- f) Past President

The Executive Board shall be comprised of these officers.

**Section 2:** The nominating committee shall consist of the Executive Board. This committee shall present a slate of candidates at the Fall General Meeting to be voted upon. Nominations will also be allowed from the floor. The nominating committee will ask the individuals selected if they accept the position to which they have been nominated. The elections outcome will be based on the result of a majority of the members in attendance. The new officers shall take office in January. The term of elected officers shall be one (1) year.

**Section 3:** The President and Vice President shall be eligible for re-election but shall not serve more than two (2) consecutive terms in the same office.

**Section 4:** When an elected position is vacated, the position shall be filled by an appointment of the Executive Board. The appointee will complete the term of the vacated position.

**Section 5:** Anyone filling a vacated office for less than six (6) months may be elected to the same position for the following two (2) terms.

**Section 6:** Resignation by an officer shall be in writing to the Executive Board.

## **BYLAWS**

### **Article I: Meetings**

**Section 1:** The Spring and Fall General Meetings of the Central Minnesota Corvette Association shall be held at a pre-designated location and time.

**Section 2:** In the event of inclement weather, the President has the discretion to cancel, postpone, or reschedule a General Meeting.

**Section 3:** The Executive Board members may call special meetings as desired or required.

**Section 4:** A committee chairperson may request special meetings as required.

**Section 5:** A motion shall be carried by a majority vote of members present and voting at a meeting.

**Section 6:** Each paid membership is entitled to one (1) vote. This will allow a single or family membership to have the same benefits.

### **Article II: Dues**

**(Central Minnesota Corvette Association dues listed below include NCCC fees.)**

**Section 1:** Dues are determined by the Executive Board per calendar year, payable November 1 of each prior year. Example: Dues for 2021 Calendar Year are due on November 1, 2020. A late fee, if needed, may be determined by the Executive Board.

**Section 2:** A potential member may visit club meetings twice before paying dues.

## **Article III: Rules of Order**

**Section 1:** The President shall maintain order using the format of the Modified Roberts Rules of Order.

**Section 2:** The rules are intended to help reach a quick and fair decision to questions or motions that arise.

## **Article IV: Duties of Elected Officers**

**Section 1:** President. The President shall preside at all meetings except for valid excuse. The President, as the Executive Officer of the club, shall enforce all rules of the club and perform such duties as many pertain to the Office of President. The President shall verify that the Treasurer has arranged to deposit the funds of the club in a reliable bank in the name of Central Minnesota Corvette Association.

**Section 2:** Vice President. The Vice President shall perform all duties in the absence of the President. The Vice President shall also be responsible for membership administration and chairperson of the Sponsorship Committee. In addition, also responsible for inventory of business card, flyers, etc.

**Section 3:** Secretary. The Secretary shall keep a true and correct record of the semi-annual meetings and such other records as many pertain to the club. The Secretary shall be in charge of, and conduct all correspondence of the club, and notify all members of the monthly meeting and activities. The Secretary shall read and/or have published the minutes of each meeting, to be approved by the members. The Secretary shall take attendance at each meeting.

**Section 4:** Treasurer. The Treasurer shall handle all dues, money, and other property paid or donated to the club. The Treasurer shall deposit in a reliable bank, in the name of Central Minnesota Corvette Association, all funds belonging to the club. Such account must be under signature of the Treasurer, President, or Past President. The Executive Board, by way of majority vote of the Board, has the authority to select an additional member of the Board to sign checks in the absence of Treasurer, President, and Past President. The Treasurer shall handle all invoicing for Central Minnesota Corvette Association. The Treasurer shall at the close of his/her term of office make a true and correct report of all financial transactions to all officers and members of the club. The Treasurer shall be responsible for the filing of all necessary financial documents such as tax forms, etc.

**Section 5:** NCAA Governor. The NCCC Governor shall act as the Club Liaison to The National Counsel of Corvette Clubs (NCCC) to administer the Club insurance program. Duties include communication with NCCC, review Club events to determine whether a Certificate of Insurance

(COI) is required in accordance with NCCC guidelines and process the COI forms as required. Finally a copy of the Release and Waiver of Liability, Assumption of Risk and Indemnity Agreement shall be forward to the Club member sponsor/host of the respective event to make sure each participating member signs the document. It is then the responsibility of the sponsor/host member to return the waiver document to the NCCC Governor as soon as possible.

## **Article V: Other Positions**

**Section 1:** Technical Director. The Technical Director is the primary contact for the club member seeding technical advice and is responsible for arranging tech sessions.

**Section 2:** Webmaster. The Webmaster's main duty is to keep the club's web site current.

**Section 3:** Apparel Coordinator. The Apparel Coordinator will act as the liaison between CMCA and the vendor and will coordinate the selection and acquisition of club apparel by members.

## **Article VI: Chairperson and Committees**

**Section 1:** The President or the Executive Board can establish committees, and appoint a Chairperson to said committee(s). The chairperson shall direct and monitor the activities of the committee, and provide reports of committee activities to the Secretary.

## **Article VII: Amendments**

**Sections 1:** These Constitution & Bylaws may be amended as follows: A written notice of a proposed Constitution & Bylaws changes must be sent to the Secretary at least 30 days prior to a club meeting at which voting will take place. The proposed change must be communicated to membership prior to the meeting at which the vote is taken. A Constitution & Bylaws change requires a majority vote of the membership present and voting.

## **Article VIII: Disbursements**

**Section 1:** Approved disbursements of funds shall only be made by the Treasurer or as specified under Article IV, Section 4, of these Bylaws.

## **Article IX: Qualifications for Elected Officers**

**Section 1:** Candidates running for an Executive Board Office must be a member of Central Minnesota Corvette Association for a minimum of one (1) year prior to the start of the term of office.

## **Article X: Corporate Sponsors**

**Section:** A maximum of two Chevrolet Corvette Sponsors will be accepted at a minimum rate of \$275 annually. Chevrolet Corvette Sponsors are defined as dealerships, which sell Corvettes.

**Section 2:** Associate Sponsors from other business areas will be accepted at a minimum rate of \$125 annually.

**Section 3:** A thank you letter will be provided annually to Corvette Sponsors and Associate Sponsors.

**Section: 4:** All sponsors will be recognized by displaying their logo and/or name on club brochures, and the CMCA website home page.

**Section5:** All sponsors must be recommended by the Sponsorship Committee and voted on by the Executive Board.

## **Article XI: Code of Conduct**

### **Section 1: Forward**

The Central Minnesota Corvette Association (CMCA) was formed for the mutual enjoyment of the Chevrolet Corvette. This automobile is a high performance sports car, and our club both sponsors and attends events dedicated to the display of this car's beauty and performance. Each aspect of this car has an appropriate place in which to demonstrate its strength and uniqueness.

The Central Minnesota Corvette Association will sponsor and attend events for these as well as other purposes. While attending these events, our conduct must demonstrate a safe, fun and enjoyable atmosphere relative to the events' announced purpose. Conduct unbecoming our club, such as unsafe acts with our cars (unannounced burn-outs in crowded forums, etc.) and other improper operations of our cars, as well as improper personal conduct, will not be tolerated. Violators will be asked to leave the event site and may be subject to sanction by the Executive Board as outlined in this Code of Conduct.

### **Section 2: General Expectations**

CMCA members are expected to:

- Abide by the CMCA Bylaws
- Abide by, and enforce, this CMCA Code of Conduct
- Promote goodwill in all activities

- Honor commitments given to the involvement in organized Association activities and to members
- Respect the property, rules and possessions of others, visited by Association members on club events
- Attend club meetings and activities where possible
- Respect the elected CMCA officers, committee members and their duties
- Where possible, to join in and help committee members organized events, etc., that will benefit all

### **Section 3: Membership Responsibilities**

- (a) Central Minnesota Corvette Association does not discriminate against regular members, or applicants for membership, based on race, color, religion, sex, sexual orientation, or national origin, and neither condones nor allows any actions based on these factors.
- (b) Beyond compliance with strictly legal aspects, all officers, regular members and their guest are expected to conduct themselves with honest, integrity and respect while in attendance at Association events.
- (c) Regular members will be held responsible for the actions and conduct of guest that they bring to Association organized events.
- (d) Participating in any illegal activity while attending a CMCA event, or while wearing the Association emblem on your person, or vehicle, may result in suspension or expulsion from the Association.
- (e) The use of excessively foul language, both written, and/or verbal, at a CMCA event, is unacceptable.
- (f) The Association strongly discourages excessive consumption of alcohol at a CFMCA event. Operation of a motor vehicle during, or following, a CMCA event, after excessive consumption, is unacceptable.
- (g) Members of the Central Minnesota Corvette Association have the responsibility to maintain the respect and trust of the public at large, and of the Association membership itself. Any actions deemed to be endangering, or detrimental, to the public, CMCA, its membership, or its sponsors, including violations of the foregoing delineated Membership Responsibilities, will not be allowed and may be subject to member sanction by the Executive Board as outlined in this Code of Conduct.

### **Section 4: Membership Resignation, Suspension, Termination**

- (a) Any member may resign by letter, or e-mail post, addressed to the Association membership or its officers. The resignation shall be effective upon receipt of the letter or e-mail under any circumstances.

- (b) The membership of any member indebted to the Association, and delinquent in dues for more than sixty (60) days, shall automatically lapse and the Member shall forfeit all dues and fees already paid.
- (c) Violations of the Club's Code of Conduct resulting in two sanctions in a membership year will result in a immediate loss of membership and a one-year suspension under terms as outlined under Section 5: Sanctions, (a) 2.
- (d) All violations of this Coe of Conduct are subject to review by the Executive Board, with possible application of sanctions as outlined under Section V., Sanctions.

### **Section 5: Sanctions**

- (a) Sanctions shall be in the form of one, or more, of the following:
  1. A written, or e-mailed, warning to be sent by a CMCA officer, or the Membership Committee.
  2. A one (1) year suspension of membership with forfeiture of dues already paid. Following that one-year suspension, application for reinstatement of membership may be submitted to the Executive Committee, or its designee(s), for consideration.
  3. Permanent expulsion from the Club.

### **Section 6: Process**

The CMCA Executive Board:

- (a) May sanction, up to, and including, termination of membership, a member, at any time, for an infraction of any Association rule/Code of Conduct, or any other cause, if the Board deems the action is in the best interests of the club.
- (b) Shall provide the member, or a representative of that member, a reasonable opportunity to be heard by the Executive Board, or by a committee appointed by the Executive Board, prior to taking any action, unless it deems it imperative to sanction the member before a hearing can be held. Any committee formed will consist of other club members selected by the Executive Board.
- (c) Shall immediately notify a Member who has been sanctioned, in writing, of the actions being taken. Notification can be by e-mail or regular posted mail. The sanctioned member, or a representative of that member, shall then be afforded a reasonable opportunity to be heard by the Executive Board or a committee appointed by them.
- (d) May continue for a definite term, terminate, or rescind the sanction taken, or expel the member, and its decision shall be final.

Any sanctions, including reasons for those sanctions, applied by the Executive Board, or its designee(s), shall be promptly recorded in Central Minnesota Corvette Association Meeting Minutes for historical reference.



## **Article XII: Affiliations**

**Section 1:** The Club shall be affiliated with the National Council of Corvette Clubs (NCCC).

**Section 2:** The Club Membership (including spouse/significant other) shall be affiliated with the National Council of Corvette Clubs (NCCC).

**Section 3:** NCCC Dues

- (a) NCCC full membership dues shall be paid out of the Club Treasury.
- (b) NCCC Associate dues shall be paid out of the Club Treasury.
- (c) New club members will automatically become members of NCCC with club dues being applied toward NCCC membership.
- (d) Family memberships shall consist of one (1) full NCCC membership and one (1) associate NCCC membership.
- (e) Single membership shall consist of one (1) full NCCC membership.

End of Constitution & Bylaws

Amended 10/18/2018

Amended 10/28/2019