

TOWNSMEN
CAR CLUB
INCORPORATED



CALIFORNIA CORPORATION #C4162039
501 (c) 3, CHARITY. FEIN #83-1160307

BYLAWS & CONSTITUTION

March 20, 2019 (INCORPORATING UPDATES SINCE 4-1-03)

(ORIGINALLY PUBLISHED APRIL 1, 2003)

Updated per changes made at, March 19, 2019 Meeting.

**TOWNSMEN CAR CLUB INC.
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Article I: Purpose

The purpose of this auto club is to establish friendship and fellowship with members of common interest in custom and classic cars. United, as one governed by club bylaws, while complying with state and federal vehicle laws. To organize and present club activities to benefit local charities as per 501 (c) 3 guidelines.

Article II: Membership

Number of Members:

- This club started with eleven (11) charter members that established our constitution and bylaws.
- This club will limit membership to forty (40) active members, which may be amended at any monthly business meeting by a majority vote of members in attendance.
- A membership is defined as one (1) membership per family, and a membership is allowed one vote.

Qualifications for membership:

- At least one (1) fully operational pre-1975 American-made or American powered vehicle.
- Read and familiarize yourselves with the bylaws of The Townsman Car Club Inc.
- Provide signed, signature page from the current club bylaws.
- Maintain adequate insurance as required by California State Law.
- Comply with and practice club and vehicle laws.
- Each prospective member shall be sponsored by at least one (1) active club member.
- Each prospective member shall attend at least three monthly club business meetings, as well as participate in at least two club Events. (car show's, car cruises or other club participation events.)
- The vote for prospective new members shall be done as the last agenda item of that third club business meeting. If present, prospective members will be asked to leave the meeting prior to the voting. The vote will be by secret ballot.
- New membership vote (by secret ballot) shall be a simple majority of all members in attendance for acceptance. The sponsor(s) shall notify the prospective member of the outcome of the vote, if voted in, the completed application along with signed signature page from the bylaws as well as membership dues are due at the next scheduled business meeting.

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Membership conduct & qualities:

- Each member shall maintain respectful behavior while attending all club functions.
- Each member shall abide by the bylaws of the club.
- Maintain in good standing paid membership dues.

Powers of Members:

- No individual member is empowered in any way to make a financial commitment on behalf of the club.
- Generally, decisions involving the expenditure of club funds will require the approval of the simple majority of the members present at a regularly scheduled club meeting (typically the monthly meeting).
- A standing committee comprised of the **President, Vice President, and Treasurer** has the authority to commit up to \$200.00 per instance\event for such things as honoring the death of a club member or his\her relative, or other appropriate charitable cause. **ALL THREE OFFICERS MUST CONCUR!**
- Each member\officer\committee that does commit or expend funds on behalf of the club shall maintain clear documentation and\or receipts, and will provide these to the Treasurer when requesting reimbursement.

Membership dues:

- Charter members initially paid one hundred dollars (\$100.00) for first year membership, which included a club plaque. Thereafter each charter member shall pay forty dollars (\$40.00) annually.
- New membership dues are sixty dollars (\$60.00) for the first year, which will include a club plaque. Thereafter each member shall pay forty dollars (\$40.00) annually.
- Annual membership dues begin on April 1st and end on March 31 of each year.
- Membership dues for new members will be prorated by each calendar quarter, to include the standard twenty dollars (\$20.00) for the club plaque. Membership dues are non-refundable.

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Removal of Members:

Members are removed from membership for the following reasons:

- Failure to comply with club bylaws.
- Failure to pay membership dues. These are due at the club business meeting in March, and no later than the business meeting in April (after which if unpaid are considered delinquent).
- Any action by a member, which would reflect dishonor or disgrace to our club.
- Any member charged for removal from the club shall be notified by the club's administration. The charged member may present a defense against the charges during the next scheduled club meeting. A majority vote (by secret ballot) of the membership present at this meeting is required to remove the member.

Article III: Officers, Eligibility, Term, Vacancies, and Elections.

Section IA: Elected Officers and their duties; the corporation officers are:

- **President:** President will preside over all meetings and direct official business. Appoint and direct all committee functions. Supervise all club functions.
- **Vice President:** Assist the president in all duties, and preside in the absence of the president.
- **Secretary:** Maintain accurate minutes of each meeting and handle all club correspondence.
- **Treasurer:** Maintain accurate club financial records and transactions, and be prepared to make a financial report at each monthly club meeting.
- **Sergeant of Arms:** maintains orderly conduct at all club activities, and oversees date and time schedules. May also be assigned the role of "fine assessor" for intra-club fund raising.
- **Membership and Dues Officer:** maintains a current record of active members; maintains the application forms and bylaws signature page for active members, and ensures that dues are collected timely from members. Dues thus collected are turned over to the Treasurer.
- **Townsmen Car Show Chair:** presides over and coordinates the activities of the committee formed to perform the tasks and planning needed for the annual show sponsored by the club

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Section IB: Appointed Officers\Committees and their duties:

- **Events Directors:** Each will coordinate the activities of the club concerning meeting places, facilities for special events, fundraisers, and car shows. (Appointed by the presiding President).
- **Webmaster:** responsible for maintaining a web page for our club. To include all upcoming events, and an on-line membership application and club bylaws.
- **Committees:** committees may be appointed by the President and\or by majority vote of the membership at any club meeting. The scope and the fiscal authority of said Committee shall be defined at that time, so as to clearly define the powers that the Committee has on behalf of the club.

Section II. Eligibility for holding a club office.

- President: active member for one (1) year, or a charter member.
- All other office holders must be an active member in good standing.
- Attend at least 75% of all club functions.
- Demonstrate an active interest in club functions.

Section III: Terms of office.

- The term is one (1) year, effective August 1, based on elections during the July business meeting and ending on July 31, or until the successor assumes office. The original\preceding slate of officers shall continue to serve as advisors to the new slate of officers until September of the year vacated.

Section IV: Vacancies.

- In the event an office becomes vacant, the President will appoint a member to complete the term of the office vacated.

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Section V: Elections.

- The elections of officers shall take place at the business meeting in July. All members are expected to attend the election, except for extreme emergencies. Election of each office shall be held separately. Officers are elected by a simple majority vote in an open show of hands. Each member is entitled to one (1) vote per office position. No proxy votes are permitted. In the event that more than one member is running for office, a secret ballot will be used for that election.

Article IV: Amending the Constitution and Bylaws

- Amendments of the bylaws and constitution may only take place during the March business meeting, annual review period.
- A 2/3 majority vote of the club members present is required to amend these governing rules.

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Signature Page:

I have read and agree to abide by the Bylaws and Constitution of
The Townsman Car Club Inc. Violations of said bylaws could
result in removal from the membership by a majority vote.

Signed this day, _____ (date)

Print name, 1) _____

2) _____

Signed, 1) _____

2) _____