SIR Brit

By Laws

Revised November 14, 2022

# NAME

### The Association shall be named SIR Brit, Southern Indiana Regional British Motor Car Club.

# PURPOSE

## The purpose of Sir Brit shall be the encouragement of, and the promotion of sporting and social events, the exchange of information, technical and otherwise, and matters of general interest to British car owners and enthusiasts.

# POLICIES

# The Club shall be nonsectarian, nonpartisan, and nonprofit.

# ELIGIBILITY FOR MEMBERSHIP

1. Membership is open to anyone interested in British automobiles.
2. Membership(s) are single as recorded by name on the annual membership card or membership list maintained by the Treasurer

# DUES AND SUBSCRIPTIONS

1. Annual dues and subscriptions for members shall be decided by the Board of Directors.
2. Single membership dues are $10.00 per year. The addition of Spouse or another family member is an additional single membership, i.e. member and spouse dues are total $20.00 per year.
3. A member shall at all times be currently paid up in his/her dues or his membership shall be automatically terminated when said member has not paid his/her dues within 60 days after the beginning of the fiscal year.
4. Fiscal year begins January 1. Dues will be prorated throughout the year at $1.00 per month.
5. All dues are non-refundable.

# OFFICERS

1. Elected Officers
2. The Association’s elected officers shall be:
	1. President-Maximum of two consecutive terms subject to annual election.
	2. Vice President-Maximum of two consecutive terms subject to annual election.
	3. Secretary-No term limits subject to annual election.
	4. Treasurer-No term limits subject to annual election.
	5. Term of office is one year.
3. Appointed Officers
	1. The association’s appointed officers shall be:
		1. Newsletter (may be part of Secretary role)
		2. Social
		3. Membership (may be part of Treasurer role)
		4. Car Show Chairperson
		5. Government Liaison
		6. Webmaster
		7. Other-Specific functions, events, et. al.
4. Board of Directors
	1. The Board of Directors shall be:
		1. The four elected officers
		2. The appointed officers
		3. Chairperson of special functions
	2. The Board of Directors shall serve the wishes of the membership

# DUTIES

1. President
	1. The President shall be the chief executive officer of the association, shall preside at all general meetings and all meetings of the Board of Directors, shall see that all resolutions of the association are carried into effect and shall have the powers and duties of supervision and management usually vested in the Office of President.
	2. Upon leaving office the President shall serve in the capacity of “Ex Officio” acting as an advisor to the association. His/her only official power will be to cast a tie-breaking vote. He shall serve in this capacity until the current President is replaced by election of a new President.
2. Vice President
	1. The Vice President shall in the absence or disability of the President perform the duties and exercise the power of the President.
3. Secretary
	1. The Secretary shall keep the minutes of meetings and provide documentation and recordkeeping for the association.
4. Treasurer
	1. The Treasurer shall maintain the association financial accounting system and membership roster.

# NOMINATION PROCEDURES

1. The Board of Directors will establish a Nomination Committee (three members) three months before election date for the purpose of proposing nominee(s) for each office to be presented to the membership. The board itself may elect to perform this task.
2. The -Nomination Committee (three members) will determine that nominees are eligible for office and willing to serve two months before election and present nominees to membership via newsletter or other appropriate means.

# VOTING

1. At all meetings of the association, each member, in accordance with the name(s) on the annual membership card or membership roster, shall be entitled to one vote.
2. Voting is to be in person. The Board of Directors can designate other voting methods including by email. But in no event shall voting by proxy be accepted.
3. At the discretion of the Board, reasonable notice will be communicated of important and significant issues affecting the Association in advance of the meeting at which the voting will take place. This notice may be communicated electronically (email/text) and (or) posted on the SIR Brit website or Facebook page.
4. The results will be announced and published in the newsletter

# VACANCIES

1. Vacancies and newly created members of the Board of Directors resulting from an increase in the authorized number of executives will be appointed by a vote of the Board of Directors.
2. The Board of Directors members’ appointment will serve until the next scheduled general election.

# QUORUM

1. A quorum shall be a simple majority of the membership participating in the vote at the meeting for the election of officers, amendments to the By Laws, approval of the annual budget and other business of the Association
2. A quorum of two-thirds of the membership is required for a decision when the question is raised for or against dissolution.
3. Ballots of persons absent shall not be considered unless the Board has approved electronic voting as announced in advance for important or significant issues affecting the Association.
4. A quorum of the Board of Directors shall be a simple majority of the current qualified and acting Board Members.

# MEMBERSHIP MEETINGS

1. Place of Meeting
	1. The place of meeting shall be determined by the Board of Directors
2. Regular Meeting
	1. The meeting of SIR Brit will be held at the time and location based on the membership’s wishes
3. Special Meeting
	1. A special meeting may be called by the President
	2. A special meeting may be for matters that need immediate attention.
4. Notice of Meeting
	1. Notice of meeting will be in advance of the meeting date by mail, email, or newsletter.

# Board of Directors MEETING

1. Annual, regular, or special meetings of the Board of Directors shall be held at such times and place as a majority of the Board of Directors shall agree upon.
2. At all meetings of the Board of Directors, the presence of a majority shall be necessary and sufficient to constitute a quorum for the transaction of business.
3. Each Director member shall be entitled to one vote.
4. Order of business at Board of Director meetings shall be as such as they may from time to time determine.
5. The Board of Directors shall not receive any compensation for their service.

# STANDING COMMITTEES

1. Standing committee officers
	1. The standing committee officers shall be appointed by the Board of Directors and serve until the next general election.
2. Standing Committees shall be:
	1. Newsletter
	2. Social
	3. Membership
	4. Car Show Chair
	5. Other-Specific Function(s)
3. Appointment of Standing Committee
	1. The Board of Directors shall appoint standing committees as needed.

# DISSOLUTION BY MEMBERS

1. Dissolution by Members
	1. The association may be dissolved by a vote of members at a special called meeting by the Board of Directors.
	2. A quorum of two-thirds of the membership must be required to pass the dissolution of the association
2. Association Properties Upon Dissolution
	1. No member of the association shall have the right to receive any of the association property upon dissolution of the association, but the Board of Directors shall after pay or providing for payment of all debts of the association direct that the remaining property and assets be turned over to such other corporation, association or group as the Board of Directors may determine to have objects or purpose to be engaged in activities, similar to those of this association.

# PARLIMENTARY PROCEDCURES

1. The rules of parliamentary practice comprised by Roberts Rules of Order shall govern all proceedings of the club subject to such special rules as have been or may be adopted. Special rules shall include By Laws and Standing Rules.

# Bereavement Policy

1. Applicable to active members of Sir Brit and (or) immediate family (spouse, mother, father, child), or as otherwise determined by the Board.
2. Donation to non-profit charitable organization selected by the Sir Brit member or family
3. Donation in the amount of $50.00

# Proposed Annual Budget

# Prior to the February meeting of the Association, The Board of Directors shall cause to be prepared a proposed annual budget for the ensuing (12) months, estimating the total amount of income and expenses to be incurred. The Board of Directors will consult with the various Association Committees for annual financial considerations needed for activities. The annual proposed budget shall be presented to the members of the Association at the February meeting for approval and amendment. At the meeting of the members of the Association, the annual budget may be approved in whole or in part or may be amended in whole or in part by the majority of the votes.

1. Any unanticipated income and expenses in lieu of the approved annual budget must be presented to the Board of Directors for acceptance and approval. The Board will have financial authority to approve unanticipated expenses up to $250 annually. Expenses beyond this authority must approved by a vote of the Association.

## As stated in Article II Purpose: The purpose of Sir Brit shall be the encouragement of, and the promotion of sporting and social events, the exchange of information, technical and otherwise, and matters of general interest to British car owners and enthusiasts. The funds are intended to be used in support of the Purpose, however, the Association may at times make charitable non-profit donation(s) as funds allow.

#  Annual Audit

1. The Treasurer will ensure that an internal financial Annual Audit is conducted no later than April 30 of the previous year’s income vs. expenses compared to the bank balance ending March 31. The audit team shall be comprised of current club members selected by the Board. The purpose of this audit is to determine if any financial irregularities have occurred and will be reported in writing to the Board.