# BY-LAWS & CONSTITUTION OF THE HIGH DESERT CORVETTES, INC.

**ARTICLE I – NAME**:
The name of this club will be High Desert Corvettes Inc., hereafter referred to as "the club".

**ARTICLE II – PURPOSE**:

1. The purpose of this club is:
    a. Planning and conducting safe activities and events that promote the enjoyment of Corvettes.
    b. Providing opportunities for social activities among club members.
    c. Providing technical and practical information for Corvette owners and enthusiasts.

**ARTICLE III – MEMBERSHIP**:
Membership will consist of the following:

1. Full Members – Open to Corvette owners (spouses or significant others only). A full member of the club who no longer owns a Corvette may retain full membership by maintaining dues with no break in continuity.
2. Associate Members – An associate member is a non-Corvette owner who wishes to join the club.
    a. An associate member will not have voting rights.
    b. An associate member may not hold an elected office.
3. Charter Members – Shall include all paid members as of 3-31-92.
4. Honorary Members – Shall be voted in by the club, pay no dues, and have the same rights as Associate Members.
5. Removal of Membership
    a. A member may be dropped from the membership roll for the following:
        i. Failure to pay dues.
        ii. Any action which would reflect dishonor or disgrace on the club.
        iii. Any action that results in damage to property or personal injury of any person.
        iv. Excessive or irresponsible alcohol consumption before or during a club event is not safe, responsible behavior, and shall be dealt with in accordance with the provisions of this Article.
        v. Any actions or activities by the member deemed illegal, immoral or improper by the club membership or offices. Examples of such actions include, but are not limited to, sexual harassment, violent acts against any person, conviction for illegal possession or use of illegal drugs or

substances, disruptive conduct during a meeting or event, or multiple minor infractions that continue without corrective action.

vi. Before removal, the following actions are to be taken:
    1. The member is verbally warned regarding the undesired behavior. Such warning shall be the responsibility of the Sergeant-at-Arms.
    2. The member receives written notice of the intent to revoke membership at least two weeks prior to the next scheduled meeting. Written notice shall be the responsibility of the President of the club, or in his/her absence or non-performance, the Vice President shall be responsible for such notice.
    3. The member is given opportunity to rectify the situation.
    4. Membership removal is approved by a majority membership vote of those attending the meeting following the written member notice, or a unanimous vote of the officers of the club.
        a. The member under removal consideration does not have a vote on these proceedings.

vii. If the president is the member under removal consideration, then the Vice President shall assume responsibility for proceedings under this Article.

viii. All dues, fees or funds already put forward by the removed member shall be forfeited.

**ARTICLE IV – DUES:**

Dues will be payable by March 31st for the new year, with a 60-day grace period, pro-rated by months for new members. If dues are not received by the end of the grace period, they will be dropped from the membership and newsletter mailing list.

1. Single members - $35 per year
2. Couples - $60 per year

**ARTICLE V – VOTING:**

This section does not pertain to office elections.

1. The right to vote at business meetings is extended to full members and their spouses or significant others only.
2. Members must have current paid dues to be considered members for voting purposes.
3. Members must be present at the meeting in order to be eligible to vote.

**ARTICLE VI – MEETINGS:**

1. Business meetings will be held the second Tuesday of each month at a time pre-set by the president. The meeting place will be designated by the president. In the event of a change of time or place, the president will notify the members.
2. The standard code of Parliamentary Procedures will govern the conduct of business meeting and committee meetings.

3. At the business meeting, the secretary shall read the minutes of the prior business meeting to the club for approval. As an alternative, minutes can be published in the monthly newsletter.
4. Additional meetings can be called by the club.

**ARTICLE VII – GOVERNMENT:**

1. The government of the club shall consist of the following elected officers:
    a. President
    b. Vice President
    c. Secretary
    d. Treasurer
    e. Sergeant-at-Arms
2. Additionally, the club will consist of the following:
    a. Activities Chairperson, with Sub-Chairperson for tour, rallies, auto-cross, parties, etc., as needed
    b. High Cleanup Chairperson
    c. Membership Chairperson
    d. Newsletter Editor
    e. Photographer
    f. Publicity Chairperson
    g. Website Chairperson
    h. Any other officers and/or committees needed to carry out the By-Laws.
3. The procedure for election of officers of the club will be as follows:
    a. Each officer of the club shall be elected for a fiscal year, i.e. from April 1 through March 31, by a majority E-Ballot vote of the club membership. E-Ballots will be counted at the March business meeting.
        i. Officers may serve only two consecutive terms in the same office.
        ii. In the event of no nominations for any office, the incumbent office may accept the nomination.
        iii. Any number may run for an office. There does not have to be at least two members running for any given office.
    b. Nominations for officers will be made by members by open nominations from the floor during the January and February business meetings. Nominations can also be submitted by e-mail to the Vice President no later than the February business meeting.
        i. E-Ballots shall be e-mailed to all members who have paid their dues no later than three weeks before the March meeting. Voting will be completed at the March meeting. New officers are to be announced prior to the end of the meeting.

c. The newly elected officers will meet with the outgoing officers prior to the next meeting to receive the duties of office. The new officers will assume their offices at the April business meeting.
d. The president shall preside at meetings. In his/her absence, the vice president shall preside.
e. If, for any reason, the president ceases to be a member, the vice president will assume the office of president. The office of vice president shall be filled by election, as outlined above. When any other vacancy exists for an office, the vacancy will be filled by election, as outlined above.

**ARTICLE VIII – EXECUTIVE BOARD:**

The Executive Board will consist of the following:

1. President
2. Vice President
3. Secretary
4. Treasurer
5. Sergeant-at-Arms
6. Immediate Past President

The E-Board will be called upon to make any recommendations deemed necessary by the President, and the recommendations shall be made to the club membership for a vote at the next business meeting. The immediate past president shall serve in an advisory capacity to the current offices and will cast the tie-breaking vote for any impasse. A quorum will be required.

**ARTICLE IX – IMPEACHMENT:**

1. Motions to impeach any club officer will be presented in writing to the president. In the event the impeachment concerns the president, the motion shall be presented to the vice president. The president, or vice president, shall appoint a committee to investigate the motion and make a recommendation to the members. Impeachment of a club officer will be accomplished by a 2/3 vote of the members present at the business meeting after hearing the recommendations of the investigation committee. Motion to be voted on shall be announced to all members prior to the meeting at which the vote will take place.

**ARTICLE X – PROPERTY & FINANCE:**

1. All property of the club shall be in the club's name
2. If the club disbands, the property of the club shall be disposed of to charitable or non-profit organization(s) in accordance with the wishes of a majority of the members in good standing.
3. All funds belonging to the club shall be deposited in a financial institution of the club's choice.
4. The treasurer shall be responsible for collection of dues payable. He/She is to keep the books of the club current and disburse funds at the direction of the club at each meeting.

5. The club's financial operations are on a fiscal year.
6. Club officers shall maintain fiscal responsibility to the future success of the club. At the end of each club year, the outgoing officers shall leave a minimum balance of $1,000.00 in the club checking account.

**ARTICLE XI – AMENDMENTS:**

1. Amendments to these By-Laws shall require a 2/3 vote of the members present and in good standing at a business meeting. Motions affecting the By-Laws will not be voted on until the next scheduled business.
2. The motion(s) to Amend the By-Laws will be outlined in the club newsletter emailed to members prior to the next business meeting at which the vote is to take place.

**ARTICLE XII – DUTIES:**

1. President: The president shall preside at all business meetings and conduct same in accordance to parliamentary rules. He/She shall, at all times, exercise a general supervision over the interests and welfare of this club. He/She shall require a faithful and efficient performance of duties on the part of all who may be engaged in any manner or form, in connection with the business of the club. He/She shall insist upon a strict and businesslike manner in keeping of all accounts, in the transactions of the business of the club, paying out money and conducting correspondence. He/She shall perform all such other duties as the club may direct. He/She shall have the authority to sign checks in the absence of the treasurer.
2. Vice President: The vice president shall perform all the duties of the president in the president's absence. It shall be his/her duty to contact and confirm a club sponsor annually, by November 15th of each. During event years, he/she will assist the event chairperson, and/or the publicity chairperson, to endure the sponsor(s) and event contributors are published. He/She shall perform all other duties as directed by the club.
3. Secretary: It shall be the duty of the Secretary to keep a correct account of all proceedings of the club. He/She shall take minutes at each business meeting, reading same for club approval at the next business meeting. He/She shall maintain a listing and inventory of HDCC property. He/She will note headcount at each business meeting and include the number in the meeting minutes. He/She shall prepare a letter, on club letterhead, to the Post Office identifying the new club Secretary responsible for the P.O. key. He/She shall have the authority to sign checks in the absence of the treasurer or president.
4. Treasurer: It shall be the duty of the treasurer to receive and hold all monies belonging to the club in an account for the club. The treasurer shall pay all disbursements from club funds as directed by the club at club meetings. He/She shall keep a regular and correct account of all money received and paid out and give a report at each business meeting of receipts and disbursements of the club. He/She shall, upon vacating the office, deliver to his/her successor in office, all money, books and papers or other property of the club. He/She shall

perform all such other duties as the club shall direct. He/She shall prepare a letter, on club letterhead, to the Post Office identifying the new club Treasurer responsible for the P.O. key.

5. Sergeant-at-Arms: The Sergeant-at-Arms shall assure that order is kept at all meetings and shall refer to the club copy of Roberts Rules of Order in maintaining order at club meetings.
6. Activities Chairperson: It shall be the duty of the activities chairperson to coordinate all activities of the club. He/She, with an appointed assistant, and with the approval of the president, should set up a calendar of events for the coming year. Other events can be added to the calendar by the membership during the year, i.e. COHD. He/She shall attend to all correspondence deemed necessary by the club, such as communications intended for information or instruction.
7. Highway Cleanup Chairperson: He/She shall select at least two dates per calendar year for highway cleanup for the one mile, HDCC sponsored section, along Hwy. 126 near Cline Falls Hwy. He/She shall notify ODOT of the date(s) and coordinate with them for vests, bags and pick-up tools, as well as encourage volunteers from the club members.
8. Membership Chairperson: The membership chairperson shall be responsible to process new member applications, including ordering name tags for club meetings and events, to send out club membership documents with specific club information to new members, welcome the new members at club meetings and introduce them to the club members in attendance. He/She will also promote the club to others from the community who may be interested in Corvette club membership and have available club member application forms. He/She will update and maintain the membership directory binder and notify all current club members of new members, as well as updated contact information for existing club members.
9. Newsletter Editor: The newsletter editor shall create the newsletter once a month. He/She shall also keep a current list of the other Northwest Corvette Clubs and forward them issues.
10. Photographer: It shall be the duty of the photographer to maintain photographs of club activities and events.
11. Publicity Chairperson: The publicity chairperson shall keep the membership advised of activities relating to publicity. He/She shall also arrange radio and/or television announcements and coverage, if at all possible, for larger events.
12. Sunshine Chairperson: It shall be the duty of the sunshine chairperson to send cards to club members, as appropriate, for birthdays, anniversaries, illness, or other significant occurrences.
13. Website Chairperson: He/She shall maintain the HDCC website with club contact information, club calendar, club members photos with their Corvettes, forms, advertisements, club photo gallery, news, events, and links.

**ARTICLE XIII – SPONSORSHIP:**

Club Sponsor – The club sponsor shall serve for a one year renewable term, beginning January 1st of each year, through December 31st. This agreement shall be in writing and include the following conditions:

1. An annual fee from the participating sponsor in an amount agreed upon by club and sponsor.
2. Monthly newsletter will feature the sponsor prominently on the cover.
3. During event years, sponsor is automatically featured on promotional flyers, registration forms and T-shirts.
4. Club agrees to participate in at least one event per year at the sponsor's location (i.e. Show & Shine, car show, or similar event), if desired by the sponsor.

In the unlikely event a Chevrolet Dealership declines the role of club sponsor, the vice president of the club may solicit other businesses to participate in this role, contingent upon the above conditions.

ACCEPTED BY:

Dee Ginter 1-12-21

Secretary Date

Don Gill 1-12-21

President Date