

# By-Laws



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## **NORTH JERSEY CORVETTE CLUB**

### **BY-LAWS**

#### **ARTICLE I: NAME**

The name of the Club shall be "The North Jersey Corvette Club". Hereinafter referred to as the NJCC, a "Not For Profit Corporation", Incorporated May 16, 2008.

#### **ARTICLE II: MISSION STATEMENT**

The mission of the North Jersey Corvette Club is to provide a fun, productive and cooperative environment for members who enjoy socializing and working together for the benefit of the Club, charitable organizations, individuals in need and our sponsor. In addition, the NJCC will provide an open forum where members are free to voice their opinions, raise issues and make suggestions.

#### **ARTICLE III: PURPOSE**

The purpose of the NJCC is to be a not for profit Corporation in New Jersey that will inspire and enhance the experience, ownership and pleasure of driving a Corvette. Our goal is to be involved in a variety of activities designed to promote fellowship among our members and enjoy the pleasure of driving our Corvettes.

#### **ARTICLE IV: OBJECTIVES**

The Objective of the NJCC is to develop a sense of esprit de corps, camaraderie, enthusiasm and loyalty among Corvette owners and enthusiasts.

#### **ARTICLE V: NON-DISCRIMINATION**

The NJCC does not discriminate. Membership is not based upon race, color, sex, age, religion, natural origin, sexual orientation, disabilities or marital status.

**ARTICLE VI: LOGO/EMBLEM**

The Club's emblem shall be a design approved by the membership which shall include the words "North Jersey Corvette Club".

**ARTICLE VII: OFFICIAL COLORS**

The official colors of the NJCC shall be yellow, red and black. The Club shirt shall be yellow with a black collar with the Clubs logo over the left breast.

**ARTICLE VIII: MEMBERSHIP**

Section 1 Membership in the Club is open to owners of a Corvette who are individuals 21 years of age or older with a valid driver's license and current automobile insurance.

Section 2 Membership may also be extended to non-Corvette owners who have a desire and willingness to contribute time and effort for the advancement of NJCC goals and support of our sponsor.

**ARTICLE IX: CLASSES OF MEMBERSHIP**

There shall be four (4) classes of Membership: Founding, Charter, Full and Associate.

Section 1 **FOUNDING MEMBERS**

A dues paying member who gained their membership by establishing the NJCC. The following named individuals have been recognized as Founding Members:

Frank & Kathy Ricciardi  
George & Bonnie Faso

Phil & Francine Riso  
Frank & Kathy Feichtl

**ARTICLE IX: CLASSES OF MEMBERSHIP (continued)**

**Section 2 CHARTER MEMBERS**

A dues paying member who has been recognized for their service and participation in establishing organizational policy and procedures of the NJCC. The following named individuals have been recognized as Charter members:

Kenneth Adler	Paul DeChellis
Iris Zaback	Terry DiLuzio
Rick Atkinson	Gene Forte
Judy Atkinson	Darlene Forte
Ralph Barbary	Susan Kaufman
Beverly Barbary	
Ken Caiafa	Bill Kaupp
Susan Caiafa	Joan Kaupp
John Calendrillo	Richard O'Keefe
Margaret Calendrillo	Patricia O'Keefe
Hector Carrion	Jason Perlman
Linda Siegfried	Carolann Perlman
Bill Castellano	Glenn Weaver
Colleen Castellano	Ann Andzesewski

**Section 3** A "Full Member" is a Corvette owner and dues paying member. These members are entitled to run for office, vote in elections, vote on any issue that may require a vote during a regular business meeting or any roll call vote. Full members are encouraged to participate in all club activities.

A Full Member shall consist of up to two-named individuals. The Club will recognize one mailing/e-mail address for the unit and said individuals will be entitled to one vote each. In the event of Single Membership, one additional person may be added during the course of the year.

**ARTICLE IX: CLASSES OF MEMBERSHIP Section 3 (Continued)**

Full Membership of NJCC shall be limited to sixty (60) unit named individuals. In order to exceed this limit, a roll call vote of all full members must be taken, requiring a majority rule for acceptance.

**Section 4 ASSOCIATE MEMBERS**

An Associate Member is a dues paying (Non-Corvette Owner) member who wishes to join the Club. They are encouraged to participate in NJCC activities and support our Sponsor. They shall be entitled to:

- a. Attend meetings and functions
- b. Pay dues as prescribed by the By-Laws
- c. Serve on Committees
- d. Shall not hold an elected office
- e. Shall not vote in elections
- f. Is not required to attend a specific number of meetings and events
- g. Shall not be entitled to vote on any club matter
- h. Prohibited from nominating a member to elected office

**ARTICLE X: ADMISSION TO MEMBERSHIP**

**Section 1** All candidates for admission to NJCC must complete an "Application Form". The application must be proposed by a Full Member.

**Section 2** The Member sponsoring the applicant(s) for membership shall present the application to the membership at a business meeting. The sponsor shall expound on their affiliation with the applicant and how they would be a viable club member.

If there are no objections, the Secretary shall notify all members of the Application for Membership. Thereafter, if there are no objections after notification, the Secretary shall cast a vote at the next business meeting for acceptance of the new member. The Secretary shall notify them of their acceptance and invite them to the next business meeting, at which time they shall submit their dues and be provided a copy of the by-laws.

**ARTICLE X: ADMISSION TO MEMBERSHIP (continued)**

**Section 3** If at the business meeting there is an objection from the floor regarding the applicants eligibility for membership, the Secretary shall document in detail what the objection is based upon. Upon notifying the membership of the applicant and objection(s) posed at the business meeting, a roll call vote shall be taken accepting or denying membership. Majority vote shall decide. The Secretary shall notify the applicant of their status.

**Section 4** Resignation – Any member who resigns from the club must have a waiting period of two (2) years before reapplying for membership, starting from the date of resignation. A member whose dues are delinquent shall have relinquished their membership and therefore resigned from the club.

A person who is re-applying for membership, shall be deemed a new member, thereby, sponsored by a Full Member and must be voted upon by a roll call vote by the membership with 2/3 of vote acceptance.

**Section 5** Exception – If in the opinion of the officers, a hardship (be it personal or for other reasons) caused the member to terminate membership, the officers shall meet with the applicant and review the circumstances.

If in the opinion of the membership a legitimate reason is provided, the application will be processed with 2/3 of the membership approval required to attain membership.

**ARTICLE XI: ARMED SERVICES**

Any member of the North Jersey Corvette Club who enlists, is drafted or is a member of any reserve unit that is in active deployment status shall be exempt from all dues and considered an In-active Member for the time of their active duty.

## **ARTICLE XII: SPONSORSHIP**

**Section 1** The NJCC seeks the sponsorship of a car dealership or any other business establishment(s) approved by the membership. The sponsor shall agree to the following:

- a. Activities relating to NJCC Car Show or any other events shall be run by NJCC in conjunction with the Sponsor(s).
- b. Agree that NJCC car show and other events shall be advertised by the Sponsor(s) and NJCC.
- c. Agree that expenses for NJCC Car Show or events shall be the responsibility of the Sponsor(s). The Club has an option to solicit trophy sponsors.
- d. Agree to assist in promoting the NJCC Annual Car Show, by assisting in providing a location that would be beneficial both to the club and the sponsor.
- e. Agree that all profits from the Car Show are retained by North Jersey Corvette Club.
- f. Agree that NJCC reserves the right to withdraw from the sponsorship at any time without any time notice.
- g. Agree that NJCC has the right to reject any vendors, rides or any other form of business proposed by the Sponsor for NJCC car Show or any other event run for the sponsor(s).

### **Section 2 Car Show Charities- Profits**

- a. A portion of the profits from the Car Show shall be given to the charity(s) approved by the membership at a business meeting. The charity(s) shall be posted on the Club Car Show Flyer
- b. After a full account of the Car Show is reported by the Treasurer, the Officer's shall determine the share of the profit to be distributed to the charity(s). The members in attendance at a business meeting after the report is submitted shall vote to accept their recommendations



**ARTICLE XII: SPONSORSHIP (continued)**

**Section 3 Membership Obligation**

- a. Encouraged to patronize the Sponsors dealership(s) when purchasing a new or used car
- b. Encouraged to patronize the Sponsors Service and Parts Department.
- c. Encourage other individuals to patronize our Sponsor(s).

**ARTICLE XIII: OFFICERS and ELECTIONS**

**Section 1 OFFICERS**

The officers of the Club will be the President, 1<sup>st</sup> Vice President, 2<sup>nd</sup> Vice President, Treasurer and Recording Secretary.

**Section 2 TERMS OF OFFICE**

The terms of Elected Officers shall be:

President	2 years
1st Vice President	1 year
2nd Vice President	1 year
Secretary	1 year
Treasurer	1 year

- a. If there are no nominations for an office, the officer presently holding the elected position shall retain that position until their successor is elected. However, no officer shall serve more than two consecutive terms in the same office
- b. No officer shall hold more than one office simultaneously

**Section 3 NOMINATION OF OFFICERS**

- a. Nomination of Officers shall take place at the first meeting in November of each year and shall be open to all eligible Members who are in good standing

**ARTICLE XIII: OFFICERS and ELECTIONS (continued)**

- b. A Nominee must be a Full Member having attended fifty percent of business meetings for twelve (12) months prior to nominations. Verification of attending fifty percent of business meetings shall be determined by business meetings "Sign In Sheets" retained by the Secretary
- c. Nominations for office may be made from the floor by any member (except associate members) at the first meeting in November or by submitting the nomination in writing or e-mail to the Recording Secretary
- d. The Recording Secretary shall prepare the Ballot for Election and conduct the election with the assistance of the Officers currently holding office
- e. If there are no nominations for any office, the Recording Secretary shall cast one vote at the first meeting in December

**Section 4 ELECTION OF OFFICERS**

- a. Each Officer will be elected by a majority roll call vote of all members by ballot at the first meeting in December or by submitting their vote to the Recording Secretary by letter or e-mail, no later than twenty-four hours (24 hours) prior to the first meeting in December
- b. The Recording Secretary shall not reveal the voting preference of the voter(s). The Secretary shall present the ballots to the President at the Election Meeting
- c. When an election ends in a tie, the membership will be notified and re-vote until the tie is broken or if the nominee voluntarily withdraws
- d. Newly elected Officers shall be installed in office in January

**ARTICLE XIV: RESIGNATION or VACANCY of OFFICERS**

- a. If the Office of the President becomes vacant for any reason during the calendar year, the 1<sup>st</sup> Vice President will assume the Office of President. If the 1<sup>st</sup> Vice President is unable to assume the office, the 2<sup>nd</sup> Vice President shall assume the office
- b. If the Office of any other Officer becomes vacant during their elected term, the President shall appoint a Member to fill the vacancy until the next election
- c. Officers or elected Committee Chairpersons who chose to resign their duties may do so by submitting their resignation to the Recording Secretary

**ARTICLE XV: DUTIES of OFFICERS**

Section 1 **President** – The duties of the President will include but not be limited to:

1. Preside over all Business and Officer’s Meetings
2. Enforce By-Laws of the NJCC
3. Appoint All Committees
4. Be an ex-officio of all Committees
5. Call special meetings of the Club when deemed necessary
6. Maintain and develop relationships with Sponsor, Corvette Museum and other clubs
7. Provide planning and strategies that support the Club’s welfare and success

Section 2 **1st Vice President** – The duties of the 1st Vice President shall include but not be limited to the following:

1. Preside at the Business and Officer’s Meetings in the absence of the President
2. Assist the President when required
3. Liaison to Sponsor
4. In the absence of the President, perform all the duties required of the office

Section 3 **2nd Vice President** – The duties of the 2nd Vice President shall include but not be limited to the following:

1. Preside at Business Meetings in the absence of the President and 1st Vice President

**ARTICLE XV: DUTIES of OFFICERS (continued)**

2. Assist other Officers when required
3. Maintain physical asset inventory and control
4. Coordinate all events

**Section 4 Secretary – The duties of the Secretary shall include but not be limited to the following:**

1. Record and maintain minutes of the Clubs business and Officers Meetings in a book provided for this purpose
2. Maintain all written communication for the Club
3. Maintain a current roll of all Members and all pertinent information
4. Give notice of all meetings and special events to Members
5. Provide to the membership minutes of the prior month meeting either by e-mail or US Mail
6. Preside over all elections, tabulating and reporting all results
7. Provide a “Meeting Attendance Roster” required to be signed by members attending monthly and Special meetings called by the Officers. The Secretary shall include the name(s) of individual(s) signed in on the roster in the monthly minutes report

**Section 5 Treasurer – The duties of the Treasurer shall include but not be limited to the following:**

1. Maintain an accurate accounting of all financial transactions
2. Treasurer shall be prohibited from signing a club check that is issued to themselves. The alternate signee shall issue and sign the check
3. Collect and properly deposit all monies due NJCC
4. Maintain a checking account and pay all debts incurred by the Club
5. Make a report of the Financial Standings of the Club at each monthly meeting
6. Prepare and distribute to Members an accounting statement of the Clubs Financial Standing on a quarterly basis
7. Prepare a yearly Financial Report for the Members at the first meeting of January for the previous year finances
8. Maintain a list of all dues paying Members and records of payments
9. Submit yearly Federal Income Tax returns to IRS including any other Government agency required to do so

**ARTICLE XVI: MEMBERSHIP REMOVAL/SUSPENSION**

**Section 1 Suspension**

- a. The elected Officers by a majority vote may suspend a member at any time for infraction of any Club rule, by-law or any other cause if they deem the action is imperative and in the best interest of the Club
- b. Any Member may submit in writing their request to remove or suspend another Member for conduct or any action that is a deterrent to the Club. The Member must submit to the Officers the charges made and provide factual information to sustain their allegation(s). The Member shall be notified in writing of the charges
- c. The elected Officers shall appoint an impartial Committee consisting of five (5) Members (excluding elected Officers) that will afford the Member(s) an opportunity to be heard by the Committee for any charges brought against them by another Member
- d. If the Officers suspend a Member in accordance with Section 1A, the President shall immediately notify the Member in writing that they have been suspended and the reason(s) for the suspension, also noting that a Committee has been formed and that the Member shall have a reasonable opportunity to respond to any allegations within 30 days
- e. The appointed Committee shall investigate impartially all charges made against a Member. If Members advise the President that they are unable to serve on the Investigative Committee and no other Members avail themselves, the President and Officers shall conduct the investigation. If an Officer is the person making the charges, they shall disqualify themselves from the Committee
- f. The factual findings and recommendations of the Investigating Committee shall be submitted to the Officers at the completion of their investigation

**ARTICLE XVI: MEMBERSHIP REMOVAL/SUSPENSION (continued)**

g. The report and recommendation shall be read at the next scheduled business meeting. If there is a recommendation of suspension by the Committee, the suspension shall take effect immediately. (If the Member received immediate suspension from the Officers, this time will be deducted from the time recommended by the Committee

h. Suspension Penalty

A Member may be suspended for a period of time or expelled for violation of any By-Law or rule of the Club, or for conduct prejudicial to the best interest of the Club. Suspension or expulsion shall be ordered only after complying with those procedures set forth in this section

i. If expulsion is recommended by the Committee, it shall be final unless overruled by a majority of Members by a roll call vote

j. A suspended Member shall be denied all NJCC privileges

k. The Member shall not be eligible to vote, attend meetings, hold office or have any voice whatsoever in the affairs of the Club

l. Any member expelled from NJCC may not re-apply for five (5) years from the date of expulsion before re-applying for membership and shall comply with all membership requirements within the by-laws, requiring 2/3 approval of a roll call vote of all members

**ARTICLE XVII: DUES and FINANCES**

Section 1 Dues

Initial dues for membership shall be \$75.00. This shall include two (2) official Club shirts. Thereafter, annual dues shall be established by the membership at the first business meeting in November of each year.

a. Annual dues established by the NJCC membership shall be payable on or before December 15<sup>th</sup>, for the following year

**ARTICLE XVII: DUES and FINANCES (continued)**

- b. Any Member whose dues are delinquent for two (2) months from the time it is due, will automatically have their membership revoked and be removed from the roster
- c. Any Member who is in arrears of dues shall not be eligible to vote, attend meetings or participate in any Club event
- d. Membership dues of new Members joining after September 1<sup>st</sup>, or any calendar year shall be carried over to the following calendar year
- e. The amount of dues can be reviewed by the membership and can only be changed with a majority roll call vote of eligible Members
- f. Any Member serving on active military duty shall not be required to pay dues during their time of service

**Section 2 Compensation**

No Officer shall receive compensation from the Club for any services as an Officer, except for reimbursement of out-of-pocket expenses as approved by the Officers and noted in the Treasurers Report to the membership.

**ARTICLE XVIII: MEETINGS**

**Section 1**

- a. Primary Business Meetings shall be held on the 2<sup>nd</sup> Wednesday of the month at a location and time established by a consensus of the Officers
- b. A Social Meeting will be held on the 4<sup>th</sup> Wednesday of the month. Voting on any item or issue is prohibited at a Social Meeting
- c. An Officers Meeting will be held each month prior to the Business Meeting at a time and location determined by the Officers
- d. The President shall preside at all meetings. In the absence of the President, the 1<sup>st</sup> Vice President or 2<sup>nd</sup> Vice President shall conduct the meeting

**ARTICLE XVIII: MEETINGS (continued)**

- e. A quorum at any Business Meeting shall be 20% of the full membership
- f. The President may call Special Meetings

**Section 2 Rules of Order**

- a. Roberts Rules of Order shall be the parliamentary authority for all matters of procedure not specifically covered by these By-Laws in conjunction with the NJCC By-Laws
- b. All meetings shall be conducted as follows:
  - 1. Sign-in Sheet
  - 2. Call to order
  - 3. Pledge to the Flag
  - 4. Roll Call of Officers
  - 5. Secretary Report (approval of minutes of last meeting)
  - 6. Presidents Report
  - 7. Report of the Vice Presidents
  - 8. Treasurers Report
  - 9. Reading of Correspondence
  - 10. Committee Reports
  - 11. Election of New Members
  - 12. Unfinished Business
  - 13. New Business
  - 14. Announcements
  - 15. Floor Open to Membership
  - 16. Remarks to the Good of the Order
  - 17. Adjournment



**ARTICLE XIX: PROPERTY**

- a. Property and items purchased by the Club, will be the sole property of NJCC
- b. If the Club disbands, the property and assets of the Club will be disposed of (after all outstanding bills incurred are paid) in a manner approved by the majority of a roll call vote of all members
- c. Clubs assets will be audited and inventoried annually

**ARTICLE XX: MEMBERS - E-MAIL- PHONE NUMBERS - ADDRESS PROTECTED**

**Section 1**

- a. Unless approved by the individual member, the E-mail, phone numbers or addresses of members shall not be distributed to any other individual or business
- b. The Club E-mail or roster list shall not be used for any business or advertisement use by any member

**Section 2 Esprit de Corps**

- a. NJCC provides for an open forum where members are free to voice Their opinions, raise issues and make suggestions at business Meetings or by contacting the President of the Club
- b. In an effort to promote Esprit de Corps among members, our e-mail roster shall not be used as an individual forum to express personal opinions or banter between members

**ARTICLE XXI: CLUB LIABILITY INSURANCE**

- a. The Club will protect itself and Officers against costly law suits by maintaining and providing a Club Liability Insurance Policy. Said policy shall be approved by the Officers with the approval of the majority of the membership

**ARTICLE XXI: CLUB LIABILITY INSURANCE (continued)**

- b. The Club shall maintain and provide an insurance policy indemnifying all members and Officers so that neither shall be personally liable unless prohibited by the insurance provided.

**CORPORATE LIABILITY**

All persons, corporations, partnerships, groups or Associations extending credit to, contracting with, or having any claim against the Corporation or Officers thereof, shall look only to the funds and property of claim, payable to them from the Corporation or its Officers and unless specifically provided by law, the Officers shall not in any manner be personally liable therefore.

**ARTICLE XXII: AMENDMENT OF BY-LAWS**

Section 1

- a. Any five (5) Full members in good standing by written proposal submitted to the Secretary may propose an amendment to the By-Laws. Upon such proposal being presented, the Secretary shall provide in a special mailing or e-mail the proposal(s) to all full Members
- d. All proposed changes to the Clubs By-Laws will have a first reading at a regularly monthly meeting. At the following business meeting there will be a second reading of the proposed change(s). After the second reading, a vote to ratify the amendment(s) will take place by the members present at the meeting. A majority vote shall rule

**AMENDMENTS**

**ARTICLE XIII OFFICERS AND ELECTIONS**

Section 3a. Amended 9-9-09 and 10-14-09

Section 2 Terms of Office

- a. Amended 8-11-10 and 9-8-10

**AMENDMENTS (continued)**

**ARTICLE XVIII MEETINGS**

Section 1 b. Amended 11-10-10 and 12-8-10 – A Social/Business meeting eliminate present word Business

**Amended 10-8-14**

ARTICLE IX	Section 3	<u>Classes of Membership</u>
ARTICLE IX	Section 4	<u>Associate Members</u>
ARTICLE X	Section 2	<u>Admission to Membership</u>
ARTICLE X	Section 3	<u>Application Acceptance</u>
ARTICLE X	Section 4	<u>Resignation</u>
ARTICLE XII	Section 1-3	<u>Sponsorship</u>
ARTICLE XII	Section 4	<u>Sponsor Activity</u>
ARTICLE XII	Section 5	<u>Membership Obligation</u>
ARTICLE XIII	Section 3a	<u>Nomination of Officers</u>
ARTICLE XIII	Section 3b	<u>Nominee Eligibility</u>
ARTICLE XIII	Section 3c&d	<u>Month of Nominations</u>
ARTICLE XIII	Section 4	<u>Election of Officers</u>
ARTICLE XV	Section 4&5	<u>Secretary &amp; Treasurer Responsibilities</u>
ARTICLE XVI		<u>Membership Removal</u>
ARTICLE XVIII		<u>Meetings</u>
ARTICLE IX		<u>Property</u>