

BYLAWS
NEW MEXICO CORVETTE ASSOCIATION, INC.

ARTICLE I: Name, Purpose, and Sponsorship

The name of the corporation is: **New Mexico Corvette Association, Incorporated (NMCA)**. The **purpose** of NMCA is to promote pleasurable use and appreciation of the Chevrolet Corvette through planned automobile events and activities. The Club will meet requirements of a Recognized Club according to the Bylaws of the National Council of Corvette Clubs Inc. (NCCC). Special emphasis will be placed on Corvette ownership, safety, and increasing drivers' knowledge and skill of automobiles and their capabilities. NMCA may be **sponsored** by a willing organization as designated by a majority of the membership, and that organization may designate a person to attend the monthly meetings and act as the **Sponsor's Representative**.

ARTICLE II: Membership and Dues

- A. **Full Membership** is restricted to Chevrolet Corvette owners, their spouse or unmarried partners, and dependent family members who are 18 years of age or older, and who have currently paid membership dues. Any member who sells his/her only Corvette(s) remains eligible for membership until the end of the subsequent fiscal year.
- B. **Membership consists of four classifications.**
1. **Full Membership:** Any person who meets requirements of paragraph A. may become a Full Member. Full Members may vote, and hold office.
 2. **Dependent Membership:** Any person who meets requirements of paragraph A. and is a dependent of a Full Member may become a Dependent Member. Dependent Members may vote, and hold office.
 3. **Social Membership:** Any person who does not own a Corvette may become a Social Member. Social members are entitled to receive all NMCA communications and may participate in any event, but may not vote, or hold elective office.
 4. **Honorary Membership:** Any person who has distinguished him/herself to the organization may be elected an Honorary Member by Full Members present at any General Meeting. Majority vote of members present required to pass. Honorary members may not vote, or hold elective office.
- C. **Dues** for the various **Membership classifications** are defined in the **NMCA Standing Rules** (see Article XIV).

ARTICLE III: Meetings

- A. All meetings are **open** to any member.
- B. A **Quorum** of the membership consists of **fifteen voting members**.
- C. **General Meetings** will be held once per month on the **date** and **place** established in the **NMCA Standing Rules**.
- D. The **General Meeting** in **December** or **January** (see **NMCA Standing Rules**) of each winter is the **Awards Banquet**, whose purpose is to install newly elected officers and to hear nominations for appointed officers.

- E. **Executive Council Meetings** will be held at least once each month, usually during the week prior to the General Meeting, or as deemed necessary by the Vice-President.

ARTICLE IV: Officers and Elections

A. **Officers.**

1. **Elective Officers** are President, Vice-President, Secretary, Treasurer, Activities Chairman, and NCCC Governor.
2. **Appointed Officers** are Membership Chairman, Webmaster, and Club Information Administrator (CIA). These officers will be named by the President within three weeks after installation of elective officers and presented to the membership at the subsequent General Meeting.
3. **The Executive Council** consists of all elected and appointed officers.

B. **Elections.**

1. **Elections** will be held at the **General Meeting** in **November** for all elective offices except NCCC Governor. **NCCC Governor** will be elected at the **General Meeting** in **October**. Elective officers will be elected individually for a period of 1 year by written, secret ballot of Full and Dependent Members present. Any Full or Dependent Member may be elected for only one office. Elected officers will be announced at the Awards Banquet.
2. **Any permanent vacancy** in an elected office, with the exception of President, will be filled by election at the General Meeting following the vacating of that office. The office of President will automatically be filled by the Vice-President. All filled vacancies will continue for the remainder of the term.
3. **Any alleged discrepancy** concerning the validity of elections may be brought before the Executive Council by any Full Member prior to the next Executive Council Meeting. The Executive Council will decide on a course of action to deal with the alleged discrepancy, and report the alleged discrepancy and the course of action to the membership at the next General Meeting.

ARTICLE V: Duties of Elected Officers

- A. **All checks** for disbursement of funds must be co-signed by two elected officers.

B. **The President:**

1. **Presides** over all General Meetings and may call special meetings as necessary.
2. **Represents** NMCA on the New Mexico Council of Car Clubs. This duty may be delegated as seen fit by the President.
3. Is **statutory agent** for all matters pertaining to NMCA.
4. Provides information to the NMCA Webmaster as appropriate.

C. **The Vice-President:**

1. **Performs** duties of the President in his/her absence.
2. **Presides** over Executive Council Meetings.

The Secretary:

1. **Records minutes** of all General Meetings and Executive Council Meetings.
2. **Records and answers** correspondence as necessary.
3. **Submits** minutes of all General and Council Meetings to the President in time to be published on the Website before the next General Meeting.
4. **Files** necessary corporation papers with the State of New Mexico.

E. The Treasurer:

1. **Keeps records** in such a manner as to reflect the true financial condition of the Club.
2. **Deposits** all received monies in the NMCA account within 5 working days.
3. **Accepts** members' **dues**.
 - a. **Renewals:**
 - (1.) **Receives** dues for appropriate type of membership. Writes a check for the NCCC Governor to forward to NCCC.
 - b. **New Members:**
 - (1.) **Receives** the **completed** NMCA membership form (and the **completed** NCCC membership form) and payment for dues. A check is given to the NCCC Governor to forward to NCCC with **completed** NCCC form.
 - (2.) **Forwards:**
 - (a.) a copy of the membership form to the Club Information Administrator, and
 - (b.) a copy to the Membership Chairman to be placed in the **NMCA Membership Book**.
4. **Reports** the following information to the membership at each General Meeting:
 - a. **current balance** of NMCA funds,
 - b. **amounts** and **sources** of **deposits** to funds, and
 - c. **amounts** and **to whom withdrawals** were paid, including a brief explanation of each withdrawal.
5. **Files** appropriate **Federal and State** Forms.

F. The Activities Chairman:

1. **Coordinates** and **schedules** activities of NMCA.
2. **Ensures** there is a **monthly** event.
3. **Plans and coordinates** the Awards Banquet (**December** or **January**, see **NMCA Standing Rules**).
4. **Acts** as Sergeant-at-Arms.

- G. **The NCCC Governor** or his/her designated representative:
1. **Is a member** of NCCC.
 2. **Represents** NMCA at required NCCC Governors Meetings.
 3. **Keeps** the Club **informed** on all NCCC activities.
 4. **Performs** all functions set forth by the NCCC and their governing Bylaws.

ARTICLE VI: Duties of Appointed Officers

A. **The Membership Chairman:**

1. **Ensures** prospective members meet eligibility requirements.
2. **Reports** the names of or **introduces new members** to the membership **at General Meetings**.
3. **Receives** completed **forms** and **check** from new members and **gives** them to the Treasurer.
4. **Maintains** the **NMCA Membership Book**.
5. **Acts as the greeting official** for the Club.
6. **Acts as the Public Relations** representative for NMCA. The duties include **advertising** and **promoting** the Club and its activities through the **media**.

B. **The Webmaster:**

1. **Maintains** the NMCA Website.

C. **The Club Information Administrator (CIA):**

1. **Maintains a computer file** of paid membership with name, address, phone number(s), street address, E-Mail address, and pertinent dates.
2. Reports membership changes to the president.
3. **Maintains** the **NMCA Bylaws**₇ and **Standing Rules** in the **NMCA Computer files**.

ARTICLE VII: The Executive Council

- A. The Executive Council **consists of** all elective and appointed officers. The Executive Council **governs the Club** and **determines matters of policy**, subject to referendum of the membership.
- B. A **quorum** of the Executive Council consists of **five members**.
- C. **Any member** of the Executive Council **who misses** two consecutive Council Meetings/General Meetings or misses four such meetings in any 12 month period (without good cause) may be dismissed from office by a majority vote of the Executive Council.

- D. The Executive Council **has authority** to make a **censure** of, or **dismiss**, any member based on actions by that member which are detrimental to NMCA. Procedures for a censure/dismissal must follow these steps:
1. A **request** for a censure/dismissal must be made by a member of the Executive Council (verbally) or by a Full Member (in writing). A request in writing will be considered at the next Executive Council Meeting.
 2. **Recommendations** by the Executive Council for the censure/dismissal must be brought before the membership at the next General Meeting for discussion and further action.
 3. The Executive Council will **vote** on the censure/dismissal after discussion at the General Meeting. Two-thirds vote of the Executive Council is required for censure/dismissal.
 - a. **Prior to implementing** a censure/dismissal, the member in question will have the opportunity to submit to the Executive Council, in writing or in person, his/her position on charges made against him/her.
 - b. The Executive Council will **review** the position of the member in question and, if warranted, regress to step 2.
 4. The **President** will implement the censure/dismissal or notify the member of the Executive Council's determination.
- E. The Executive Council may **create temporary committees** as the need arises and disband them as the need passes.

ARTICLE VIII: Rules of Conduct

- A. **Robert's Rules of Order**, where not inconsistent with these Bylaws or other directives from NMCA, will govern all meetings.
- B. **All members** have the privilege of **presenting suggestions and criticisms** in writing to any officer, who will ensure they are brought before the Executive Council for review and action.

ARTICLE IX: The Fiscal Year

The **fiscal year** of NMCA is from **January 1st through December 30th**.

ARTICLE X: Personal Liability

All persons or corporations extending credit to, contracting with, or having any claim against the New Mexico Corvette Association may look only to **funds and property of NMCA** for payment. Neither Club members nor the Executive Council, present or future, will be held liable for payment of any contract or claim for payment of any debt, damage, judgment, or decree of any other money that may otherwise become payable from NMCA.

ARTICLE XI: Amendments to the Bylaws

Amendments to these Bylaws may be made at anytime by the following procedure:

- A. The amendment or amendments must be **submitted in writing** to the President **by any Full Member**. Each written amendment must be signed and dated by the person submitting the amendment.
- B. If there are any **controversies, or further discussion** is needed concerning the proposed amendment, it will be brought to the next Executive Council meeting by the President.
- C. After discussion by the Executive Council, the recommendation of the Executive Council will be **presented for discussion at the next General Meeting**. Additions and deletions will be made at this time. This amendment will then be tabled until the next scheduled General Meeting.
- D. In order for the proposed amendment to become an amendment to these Bylaws, it must be **voted on by Full Members** at the General Meeting. However, the proposed amendment must be **distributed to the membership at least two weeks prior to the vote**. Three-fourths vote of members present required to pass.

ARTICLE XII: Awards

The **Person(s) of the Year** will be **selected by** a secret ballot of the membership. **Other** awards are defined in the **NMCA Standing Rules**.

ARTICLE XIII: Logo and Apparel

- A. The official **NMCA Logo** (described within the **NMCA Standing Rules**) shall not be altered, amended, or used/displayed in any fashion other than described within the **NMCA Standing Rules**.
- B. **NMCA Logo**'d apparel, including jackets, caps, shirts, and special event merchandise, shall conform to the guidelines set forth within the **NMCA Standing Rules**.

ARTICLE XIV: NMCA Standing Rules

NMCA Standing Rules are **policies** and **procedures** not defined in these **Bylaws**. **Changes** to the **Standing Rules** may be presented by any member in good standing at a General Meeting. This proposed change will be published on the Website, and discussed and voted on at the next General Meeting. A majority of eligible members present required to pass.