



## **Villages Vintage Car Club Inc**

### **Charter and By-Laws**

**Revised 2/20/12**

#### **I. Name**

The name of the non-profit organization is the Villages Vintage Car Club Inc, of the Villages, Florida, hereafter referred to as the Club. The original logo and the club name will stay intact and cannot be changed.

#### **II. Charter**

The purpose of the Club shall be to promote goodwill and friendship; plan and hold social activities; plan and hold cultural activities.

#### **III. Membership**

- A. Membership shall be opened to all Village residents having an interest in antique, classic, vintage, exotic, luxury, street rods, muscle, custom and replica and/or kit cars and trucks.
- B. Annual dues will be determined by the membership,
  - 1. Annual dues are payable in January or when one becomes a member.
  - 2. The dues will be prorated for new members after March. Dues are prorated by quarter \$25.00/yr April (1) \$21.00 July (1) \$14.00 October (1) \$7.00.
  - 3. Payment of annual dues includes all persons in members household.
- C. Changes in dues must be proposed to the Board and voted on by the general membership.

- D. The fiscal year of the club will be January 1 to December 31.
- E. To be in good standing all club members must have paid current dues.
- F. Each member in good standing shall have one vote.
- G. It is expected that all members will present and maintain appropriate decorum at any event and meeting where they may represent the Villages Vintage Car Club Inc. Any member conducting themselves in a manner that may reflect negatively on the club and or club members will receive a written communication from the President and Board outlining there conduct and what appropriate actions the Board has taken. The second offense will result in termination of membership. Punishments will be determined by the Board. Vice President, Secretary and Treasurer will determine what punishment. The President will contact the offender as what action the Board has taken.

#### **IV. Officers**

- A. Club Officers shall be a President, Vice President, Secretary, and Treasurer.
- B. Club officers elected in November shall serve a two (2) year term. Anyone filling in for a position for someone moving, termination etc, by accepting a position on the Board, you must serve the remanding term.
- C. Elected officers may resign by giving written notice to a Board Member.
- D. The Board shall consist of Club Officers.

#### **V. Election of Officers**

- A. 1. Each nominee must agree to serve the required term of (2) years.
- B. 1. Nominees must be present to be accepted from the floor.  
  
(September, October and November)

**C. Election**

1. The vote for officers shall be by closed vote by attending members in November.

D. Newly elected officers will be installed in January by the outgoing President and will start their term of office on January 1st.

E. If a vacancy occurs before a term expires, the President will ask for nominations for the open position to serve until the next election. And will post position on internet for one month then vote at next meeting

F. The President and Secretary shall be elected to serve in odd years, the Vice-President and Treasurer shall be elected to serve in even years.

**VI Club Meetings**

A. Meetings will be held on the third (3rd) Monday of each month at The Truman Center at 7:00 PM.

B. Decision made at the monthly meeting shall be decided by a simple majority vote of those who are present and in good standing.

**VII Duties of Officers**

A. The President shall:

1. Convene and preside at all Club meetings.
2. Preside at all meetings of the Board.
3. Appoint voluntary chairpersons of all standing committees.
4. Appoint voluntary chairpersons of ad hoc committees created on an as needed basis.
5. Approve all outgoing correspondence and publicity.
6. In the absence of the Treasurer the President will sign checks written in the name of the Club.
7. Convene meetings of the Board to address issues which may arise.

8. Cast the deciding vote in case of a tie.
- B. The Vice President shall:
1. In the absence of the President, perform the duties of the current President.
  2. Serve as ad hoc member of all committees.
  3. To serve in such capacity as directed by the President.
- C. The Secretary shall:
1. Record and retain the minutes of all meetings.
  2. Manage records of the meeting and give a copy to the Board members.
  3. Manage member's application book.
- D. The Treasurer shall:
1. Collect all dues and other monies generated by the Club.
  2. Account for all receipts and disbursements.
  3. Prepare a written financial statement for each monthly meeting.
  4. Sign checks and or with the President for all club expenditures.
  5. Maintain a current record of all active members.
  6. Place meeting notices and special events notices in the newspaper or other media. Advice the Board before any media is released.
  7. No club money will be spent, except if Treasurer needs money for operating expenses. And account for it in financial report.

## **VIII Finance**

- A. All monies will be deposited in a local bank.  
Citizen First Bank

- B. All monies spent by the Club are intended to benefit all of the members.
- C. Cash on hand \$100.00 for change and unexpected expenses.

## **IX By-Laws**

- A. Any proposed changes must be submitted to the Board in writing and discussed for two (2) meetings and be voted at second meeting by the membership.
- B. All approved By-Laws and Amendments will be voted by membership. If approved shall be dated and certified by the signatures of the Board.
- C. The Board shall keep an original copy of the By-laws and Amendments.
- D. Amended or new By-laws shall become effective following membership meeting. And copies of Secretary Report must be signed dated by all the Board members an attached four (4) original copies of the By-Laws.

## **X. Standing Committees**

- A. General
  - 1. All standing committees shall make reports at the general meeting.
- B. Social Committee: The Social Committee shall be responsible for planning appropriate activities.
- C. Refreshment Committee: The Refreshment Committee shall provide light refreshments for the general meeting.
- D. Sunshine Chairperson and 50-50 Committee report to Treasurer.
- E. All activities must be approved by the membership. Associated contracts have to reviewed by the Board.

F. Expenditures by the club must be approved by a majority vote of the membership present at a monthly meeting. The only exceptions are described in Sec.VII Paragraph D. which describes the duties of the Treasurer.

G. 50/50 Committee

The 50/50 committee is managed by The Board. The time and place of a 50/50 raffle will be determined by a majority of The Board Members. Disbursement of the funds raised by a 50/50 raffle will be recommended by The Board and must be approved by the membership at a regular scheduled meeting.

**XI. Dissolution**

If the Villages Vintage Car Club Inc of the Villages should be dissolved, any obligations shall be paid, and any remaining funds shall be distributed to a charity selected by the remaining members.

**President**

**Vice President**

**Secretary**

**Treasurer**

Signatures on file: See club officer

