

# DISCOVERY BAY CORVETTE CLUB BYLAWS 02/07/2019

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## **ARTICLE I, SECTION A - NAME**

THE NAME OF THIS ORGANIZATION SHALL BE:

1. DISCOVERY BAY CORVETTE CLUB
2. ABBREVIATED AS DBCC.

## **ARTICLE II, SECTION A - PURPOSE**

THE PRIMARY PURPOSE OF THIS CLUB SHALL BE:

1. TO ENCOURAGE INTEREST IN THE OWNERSHIP OF CORVETTES.
2. TO PROMOTE FAVORABLE RELATIONSHIPS WITH THE GENERAL PUBLIC.
3. TO EXCHANGE IDEAS, GENERAL INFORMATION, AND TECHNICAL DATA RELATIVE TO CORVETTES AND CORVETTE OWNERS WITHIN THE CLUB AND WSCC.
4. TO SUPPORT WSCC SANCTIONED SPORTS CAR COMPETITIONS IN THEIR VARIOUS FORMS.
5. TO CULTIVATE SAFE DRIVING HABITS AND STIMULATE THE PRIDE OF OWNERSHIP AMONG CORVETTE OWNERS.
6. TO COLECT KNOWLEDGE, TECHNICAL INFORMATION, LITERATURE, ETC., RELATED TO CORVETTES

## **ARTICLE III, SECTION A - MEMBERSHIP REQUIREMENTS**

AN APPLICANT FOR MEMBERSHIP MUST MEET THE FOLLOWING REQUIREMENTS:

1. APPLICANT MUST BE A REGISTERED OWNER/LEASEE OF A CORVETTE.
2. APPLICANT MUST BE AT LEAST 21 AND HAVE A VALID DRIVER'S LICENSE.
3. APPLICANT MUST BE COVERED BY AUTOMOBILE INSURANCE THAT COMPLIES WITH CALIFORNIA MINIMUM REQUIREMENTS AND PROVIDE CLUB WITH POLICY # OR PROOF OF INSURANCE.

## **ARTICLE III, SECTION B - ADMITTANCE TO MEMBERSHIP**

1. ANY NEW APPLICANT TO DISCOVERY BAY CORVETTE CLUB MUST ATTEND/BE INTRODUCED AT A CLUB MEETING PRIOR TO RECEIVING OR SUBMITTING AN APPLICATION FORM FOR MEMBERSHIP AND PARTICIPATE IN A CLUB RUN OR EVENT DURING THEIR FIRST YEAR.

*Note: WSCC events will be acceptable as long as the applicant identifies DBCC as their primary club organization and another DBCC member is in attendance.*

2. A PROPERLY DETAILED DBCC AND WSCC APPLICATION FORM MUST BE FILED WITH THE VICE PRESIDENT. THIS FORM SHALL CONTAIN ALL DATA AND PROOF OF INSURANCE NECESSARY TO SATISFY THE REQUIREMENTS CONSTITUTING ELIGIBILITY FOR MEMBERSHIP IN THE CLUB AS STATED IN THIS ARTICLE III, SECTION A. INITIAL COST OF DBCC DUES MUST ALSO BE SUBMITTED AT THIS TIME.
3. IF IN THE EVENT THAT THE PRESIDENT OR VICE PRESIDENT RECEIVES WRITTEN OBJECTIONS TO THE CANDIDATE(S) FROM THREE (3) CLUB MEMBERS PRIOR TO VOTING ON THE MEMBERSHIP APPLICATION, THE EXECUTIVE BOARD CANNOT ADMIT THE CANDIDATE(S) UNTIL A REVIEW OF THE OBJECTIONS HAS BEEN CONDUCTED AND CONCLUDED.

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## **ARTICLE III, SECTION B - ADMITTANCE TO MEMBERSHIP continued**

4. SHOULD A CANDIDATE BE DENIED MEMBERSHIP, HE OR SHE SHALL BE INFORMED IN WRITING OF THE OBJECTIONS, THE DISCUSSION, AND THE RESULTS OF THE BOARD. IF DENIAL IS THE RESULT, IT SHALL BE BASED ON FACTS PROVIDED AND IDENTIFIED FROM THE OBJECTIONS. NO CANDIDATE SHALL BE DENIED BASED ON HERITAGE, SEX, AGE, ETC. ALL DENIALS SHALL BE WITHOUT PREJUDICE, SHOULD HE OR SHE CARE TO RE-APPLY. IN ADDITION, HIS OR HER ADVANCE PAYMENT OF DUES AND FEES SHALL BE RETURNED.
5. IF NO WRITTEN OBJECTIONS ARE RECEIVED BY THE PRESIDENT OR VICE PRESIDENT AND A TWO-THIRD (2/3) MAJORITY OF THE EXECUTIVE BOARD VOTE TO APPROVE THE APPLICATION THE CANDIDATE(S) SHALL BE GRANTED MEMBERSHIP. IF A NEW MEMBER(S) CHOOSES NOT TO PARTICIPATE IN A RUN OR CLUB FUNCTION DURING THEIR FIRST YEAR, IT WILL BE AT THE EXECUTIVE BOARD'S DECRESION TO RENEWAL THE MEMBERSHIP.

## **ARTICLE III, SECTION C – ASSOCIATE MEMBERSHIP**

1. AN ASSOCIATE MEMBER IS A MEMBER THAT IS IN FULL STANDING WITH WSCC AND A STANDING PRIMARY MEMBER OF A WSCC AFFILIATED CLUB.
2. ASSOCIATE MEMBERS MUST BE APPROVED BY THE BOARD.
3. ASSOCIATE MEMBERS MUST:
  - A. OWN A CORVETTE.
  - B. PAY AN INITIAL FEE OF \$100.00, THEREAFTER A RENEWAL FEE OF \$65.00
  - C. PURCHASE THEIR OWN CLUB MERCHANDISE.
4. EACH ASSOCIATE MEMBER WILL RECEIVE A DISCOVERY BAY CORVETTE CLUB BADGE AND NEWSLETTER.
5. ASSOCIATE MEMBERSHIP IS NOT A VOTING MEMBERSHIP AND CANNOT HOLD OFFICE. IF AN ASSOCIATE MEMBER (S) PARTICIPATES IN A SPONSOR FUNDED EVENT (S) WITH DISCOVERY BAY CORVETTE CLUB, HE/SHE MUST DEPICT DISCOVERY BAY CORVETTE CLUB AS THEIR CLUB AFFILIATION FOR THAT EVENT IF THEY WISH TO BENEFIT FROM SAID SPONSOR FUNDS.

## **ARTICLE IV, SECTION A – MEMBERSHIP FEES/DUES**

EACH NEW MEMBERSHIP WILL BE SUBJECT TO AN INITIAL MEMBERSHIP FEE

1. COST OF FAMILY MEMBERSHIP IS \$160.00 PAYABLE TO DISCOVERY BAY CORVETTE CLUB “DBCC”
2. COST OF SINGLE MEMBERSHIP IS \$120.00 PAYABLE TO DISCOVERY BAY CORVETTE CLUB “DBCC”
3. DBCC MEMBERSHIP INCLUDES MEMBERSHIP IN THE WESTERN STATES CORVETTE COUNCIL, INC. (WSCC). \*
4. THE PAYMENT OF MEMBERSHIP FEES/DUES WILL ENTITLE THE INITIATE (S) TO THE FOLLOWING:
  - a. COPY OF THESE BY-LAWS (AVAILABLE ON THE DBCC “MEMBERS ONLY” WEBSITE).\*
  - b. NAME TAG (2 IF FAMILY MEMBERSHIP, 1 IF SINGLE MEMBERSHIP)
  - c. SHIRT WITH CLUB LOGO (2 IF FAMILY MEMBERSHIP, 1 IF SINGLE MEMBERSHIP)
  - d. ONE (1) VOTE FOR SINGLE MEMBERSHIP. TWO (2) VOTES FOR FAMILY MEMBERSHIP

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## **ARTICLE IV, SECTION A – MEMBERSHIP FEES/DUES**

5. ANNUAL RENEWAL FEES SHALL BE \$100.00 FOR FAMILY AND SINGLE MEMBERSHIP. RENEWAL FEES WILL INCLUDE CONTINUED MEMBERSHIP IN THE WESTERN STATES CORVETTE COUNCIL, INC. (WSCC).
6. INITIAL APPLICATIONS SUBMITTED ON OR AFTER JANUARY 31ST SHALL BE ACCOMPANIED BY MEMBERSHIP FEES THAT HAVE BEEN PRORATED EQUALLY OVER THE REMAINING MONTHS OF THE APPLICABLE FISCAL YEAR AS IDENTIFIED ON THE MEMBERSHIP APPLICATION.
7. MEMBERSHIP FEES SHALL BE USED FOR PURPOSES CONSISTENT WITH THE PURPOSES OF THIS CLUB, SUCH AS THE STAGING OF EVENTS, PUBLICITY, NORMAL FUNCTIONS RELATED TO THE PROPER OPERATION OF THE CLUB, AND MISCELLANEOUS EXPENSES NORMALLY INCURRED. MEMBERSHIP FEES SHALL BE DUE AND PAYABLE OCTOBER 1ST AND SHALL BE CONSIDERED DELINQUENT AS OF MIDNIGHT, NOVEMBER 1ST. NON-PAYMENT OF DUES SHALL RESULT IN THE MEMBER BEING DROPPED FROM THE ROSTER. ANY MEMBER PAYING DUES AFTER OCTOBER 31ST SHALL PAY A DELINQUENCY FEE OF TEN DOLLARS (\$10.00) FOR READMITTANCE.

*\* Note: If applicant has no computer or WEB access, the club will provide a paper copy of the latest Bi-laws. (WSCC) dues based on historical fees (not discounted fees). If applicant/member belongs to more than one (1) club WSCC fees will be assigned to the first club joined as this is their "home" club.*

## **ARTICLE V, SECTION A - SUSPENSION / EXPULSION**

THE EXECUTIVE BOARD OF THIS CLUB SHALL HAVE THE POWER BY A TWO-THIRDS (2/3) VOTE OF ALL THE MEMBERS OF SAID BOARD TO SUSPEND, EXPEL, OR DISCIPLINE ANY MEMBER AS FOLLOWS:

1. FOR VIOLATION OF ANY RULE OR REGULATION ADOPTED BY THE EXECUTIVE BOARD AND VOTED BY THE MEMBERSHIP.
2. FOR MISCONDUCT OF ANY MEMBER FOR ANY REASON AS THE EXECUTIVE BOARD MAY DEEM IMPROPER OR NOT IN THE BEST INTEREST OF THIS CLUB.
3. A MEMBER SO DISCIPLINED SHALL BE ENTITLED TO RECEIVE A WRITTEN COPY OF THE CHARGES AGAINST HIM OR HER AND THE REASONS PROPOSED FOR HIS OR HER SUSPENSION, EXPULSION, OR DISCIPLINE, HE OR SHE SHALL BE ENTITLED TO APPEAR BEFORE THE EXECUTIVE BOARD IN PERSON OR SUBMIT HIS OR HER DEFENSE IN WRITING AND BE HEARD BEFORE FINAL ACTION IS TAKEN.
4. FOR ANY MEMBER WHO DOES NOT HAVE A CORVETTE FOR A PERIOD OF SIX (6) MONTHS, OR UNTIL CURRENT DUES HAS EXPIRED, SHALL HAVE THEIR MEMBERSHIP REVOKED, UNLESS OTHERWISE EXTENDED BY THE EXECUTIVE BOARD, BASED ON ARTICLE III, SECTION A, 1, A.

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## **ARTICLE VI, SECTION A - EXECUTIVE BOARD**

THE EXECUTIVE BOARD OF THIS CLUB SHALL CONSIST OF THE FOLLOWING OFFICERS:

- PRESIDENT
  - VICE PRESIDENT
  - RECORDING SECRETARY
  - TREASURER
  - EVENTS DIRECTOR
  - PUBLIC RELATIONS DIRECTOR
  - PUBLICATIONS DIRECTOR
  - WESTERN STATES CORVETTE COUNCIL REPRESENTATIVE
  - BOARD MEMBER AT LARGE
  - WEBMASTER
  - QUARTER MASTER.
1. ALL OFFICERS SHALL ASSIST IN THE TRANSACTIONS OF ALL CLUB BUSINESS LAWFULLY BROUGHT BEFORE THE EXECUTIVE BOARD.
  2. ALL OFFICERS SHALL BE RESPONSIBLE TO THE MEMBERSHIP.
  3. IT SHALL BE THE DUTY OF EACH MEMBER OF THE EXECUTIVE BOARD TO ATTEND ALL MEETINGS OF SAID BOARD. VACANCY OF ANY OFFICE OF THE EXECUTIVE BOARD SHALL BE TEMPORARILY FILLED BY APPOINTMENT OF THE RESIDING BOARD MEMBERS AT THE NEXT AVAILABLE BOARD MEETING. THIS APPOINTMENT SHALL BE IN EFFECT UNTIL THE NEXT ELECTION OF OFFICERS MEETING.
  4. THE EXECUTIVE BOARD SHALL HAVE A DESCRESIONARY BUDGET OF \$200.00 PER YEAR AND THE POWER TO SPEND UP TO TWO HUNDRED DOLLARS (\$200.00) WITHOUT THE CONSENT OF THE REGULAR MEMBERSHIP FOR CLUB RELATED EXPENSES (THIS DOES NOT INCLUDE DONATIONS OF ANY KIND). ALL OTHER DISBURSEMENTS SHALL BE SUBMITTED TO THE MEMBERSHIP FOR APPROVAL.
  5. THE EXECUTIVE BOARD SHALL HAVE A MINIMUM OF ONE (1) BOARD MEETING MONTHLY.
  6. AN EMERGENCY MEETING OF THE EXECUTIVE BOARD MAY BE CALLED AT THE REQUEST OF THE PRESIDENT, OR UPON REQUEST OF TWO (2) BOARD MEMBERS. NOTICE OF SAID EMERGENCY MEETING MUST BE GIVEN TO ALL EXECUTIVE BOARD MEMBERS.

## **ARTICLE VI, SECTION B - OFFICER'S RESPONSIBILITIES**

THE FOLLOWING ARE MINIMUM RESPONSIBILITIES OF THE OFFICERS:

1. PRESIDENT
  - a. SHALL PRESIDE AT ALL MEETINGS.
  - b. SHALL HAVE THE POWER TO APPOINT SPECIAL POSITIONS AND/OR COMMITTEES, AS DICTATED BY THE CLUB'S NEEDS.
  - c. SHALL BE EX-OFFICIO MEMBER OF ALL COMMITTEES.
  - d. SHALL REPRESENT THE CLUB AT ALL WSCC AND CLUB SPONSORED EVENTS. WHEN THIS IS NOT POSSIBLE, HE OR SHE MAY APPOINT THE VICE PRESIDENT OR ANOTHER MEMBER TO REPRESENT THE CLUB.
  - e. SHALL HAVE THE POWER TO CALL A MEETING OF THE EXECUTIVE BOARD WHENEVER HE OR SHE DEEMS IT NECESSARY.

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## **ARTICLE VI, SECTION B - OFFICER'S RESPONSIBILITIES continued**

### 2. VICE PRESIDENT

- a. IN THE ABSENCE OF THE PRESIDENT, THE VICE PRESIDENT SHALL PERFORM THE DUTIES OF THE OFFICE OF PRESIDENT.
- b. SHALL SERVE AS THE CLUB'S MEMBERSHIP DIRECTOR AND MAINTAIN ALL MEMBERSHIP RECORDS AND APPLICATIONS.
- c. SHALL ASSEMBLE NEW MEMBER INDUCTION PACKETS AS NEEDED.
- d. SHALL OFFICIALLY INITIATE NEW MEMBERS.
- e. ONCE A MEMBER HAS BEEN ACCEPTED, THE VP SHALL SEND COPY OF DBCC APPLICATION, WSCC APPLICATION, MEMBERSHIP CHECK, ETC. TO THE TREASURER. THE VP WILL ALSO SEND COPY OF DBCC APPLICATION TO QUARTERMASTER SUCH THAT A CLUB SHIRT CAN BE ORDERED. THE VP WILL THEN ORDER NEW BADGES FOR THE NEW MEMBER(S).

### 3. RECORDING SECRETARY

- a. SHALL TAKE MINUTES AT EVERY MEETING AND BE RESPONSIBLE FOR THE CARE OF SAID MEETING MINUTES.
- b. SHALL SEND SPECIAL NOTICES TO MEMBERS AND HANDLE ALL NECESSARY CORRESPONDENCE AT THE DIRECTION OF THE PRESIDENT.
- c. SHALL MAINTAIN CUSTODY OF THE OFFICIAL CLUB'S BY-LAWS
- d. SHALL NOTIFY MEMBERS WITH NO ELECTRONIC COMMUNICATION ACCESS VIA PHONE OR OTHER MEANS REGARDING CLUB FUNCTIONS, DECISIONS, ETC.

### 4. TREASURER

- a. SHALL ESTABLISH A DETAILED YEARLY BUDGET AND KEEP TRACK OF INCOME AND ALL EXPENDITURES AS THEY RELATE TO SAID BUDGET.
- b. SHALL BE RESPONSIBLE FOR, THE TREASURY OF THE CLUB DURING HIS OR HER TERM OF OFFICE.
- c. SHALL BE RESPONSIBLE FOR THE COLLECTION OF DUES AND SENDING ANNUAL RENEWAL NOTICES (Oct 1<sup>st</sup>).
- d. SHALL PAY ANY AND ALL EXPENSES OF A RECURRING NATURE AS SET FORTH IN THE YEARLY BUDGET. SHALL PAY NON DISCRETARY EXPENDITURES AS APPROVED BY THE EXECUTIVE BOARD AND/OR APPROVED BY THE MEMBERSHIP. ALL CHECKS DRAWN FROM THE CLUB SHALL REQUIRE ONE (1) SIGNATURE BY THE TREASURER, PRESIDENT, OR VICE PRESIDENT. THE TREASURER SHALL HAVE SOLE DISCRETIONARY SIGNATURE AUTHORITY FOR ALL RECURRING MONTHLY EXPENDITURES AND ANY APPROVED BUDGETED ITEMS LESS THAN \$3,000.00
- e. SHALL MAKE A FINANCIAL REPORT TO THE MEMBERSHIP AT EACH REGULAR MEETING AND MAKE AN ANNUAL REPORT OF THE FINANCES OF THE CLUB SHOWING A DETAIL ACCOUNTING OF INCOME, EXPENSES, BUDGET, AND PERFORMANCE TO THE BUDGET FOR THE CLUB'S FISCAL YEAR. IF NECESSARY THE ANNUAL REPORT SHALL BE USED FOR TAX REPORTING AND SHALL BE MADE AVAILABLE FOR MEMBERSHIP.
- f. SHALL MAINTAIN THE OFFICIAL CLUB ROSTER. UPON RECIEPT OF NEW MEMBER DOCUMENTS FROM VICE PRESIDENT, TREASURER WILL



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## **ARTICLE VI, SECTION B - OFFICER'S RESPONSIBILITIES continued**

### 11. BOARD MEMBER AT LARGE

- a. SHALL BE THE OUT GOING PRESIDENT OF THE PREVIOUS TERM OF OFFICE. (IN THE EVENT THAT THIS OFFICE CAN NOT BE FILLED BY THE OUT GOING PRESIDENT, THEN THE POSITION BECOMES VACANT AND THE PREVIOUS PAST PRESIDENT SHALL BECOME THE BOARD MEMBER AT LARGE.
- b. SHALL ASSIST THE EXECUTIVE BOARD BY ACTING AS A BOARD ADVISOR REGARDING PAST ACTIVITIES AND PREVIOUS CLUB BUSINESS.

## **ARTICLE VII - SECTION A - NOMINATION AND ELECTION OF OFFICERS**

1. THE NOMINATION OF OFFICERS SHALL TAKE PLACE DURING THE BUSINESS MEETING IN SEPTEMBER AND OCTOBER.
2. NOMINATIONS WILL BE CLOSED AT THE END OF THE OCTOBER BUSINESS MEETING.
3. VOTING OF NEW OFFICERS WILL BE BY SIMPLE MAJORITY HELD DURING THE BUSINESS PORTION OF THE NOVEMBER MEETING AND BE VIA SIMPLE "SHOW OF HANDS" VOTE OR WRITTEN BALLOTS. THIS WILL BE AT THE DISCRETION OF THE BOARD AND MEMBERS AND WILL BE DECIDED ON PRIOR TO THE VOTING.
4. ANY MEMBER RUNNING FOR THE OFFICE OF PRESIDENT MUST HAVE BEEN AN ACTIVE MEMBER OF THE CLUB FOR AT LEAST ONE YEAR AND SERVED IN THE PAST OR CURRENTLY SERVING ON THE EXECUTIVE BOARD.

*NOTE: (ACTIVE MEMBER IS DEFINED AS: ~80% MEETING AND ~50% CLUB FUNCTION PARTICIPATION*

## **ARTICLE VII, SECTION B - ELECTION PROCEDURES**

1. VOTING OF NEW OFFICERS WILL BE HELD DURING THE BUSINESS PORTION OF THE NOVEMBER MEETING AND BE VIA A "SHOW OF HANDS" VOTE OR WRITTEN BALLOTS. THIS WILL BE AT THE DISCRETION OF THE BOARD AND MEMBERS AND WILL BE DECIDED ON PRIOR TO THE VOTING.
2. VOTING IS LIMITED TO ONE VOTE PER MEMBER.
3. A SIMPLE MAJORITY VOTE OF ATTENDING MEMBERS IS REQUIRED FOR ELECTION.
4. AN INDIVIDUAL MAY HOLD ONLY ONE ELECTIVE OFFICE.
5. THE PRESIDENTIAL INAUGURATION SHALL TAKE PLACE DURING THE MONTH OF NOVEMBER IN THE YEAR THE NEW PRESIDENT IS ELECTED/REELECTED AND BE LIMITED TO MEMBERS IN GOOD STANDING

## **ARTICLE VII, SECTION C – TERM OF OFFICERS**

1. FOR THE OFFICES OF PRESIDENT, VICE PRESIDENT, TREASURER, WEBMASTER, AND MEMBER AT LARGE: THE TERM OF OFFICE SHALL BE TWO (2) CLUB YEARS, COMMENCING, FROM THE DATE OF THE PRESIDENTIAL INAUGURAL AND SHALL NOT EXCEED TWO (2) CONSECUTIVE TERMS.
2. FOR ALL OTHER OFFICERS: THE TERM OF OFFICE FOR ALL OTHER OFFICERS SHALL BE ONE (1) CLUB YEAR. OTHER OFFICERS MAY BE ELIGIBLE FOR REELECTION YEARLY.

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## **ARTICLE VIII, SECTION A – STANDING COMMITTEES**

1. FOR SPECIAL EVENTS, CAR SHOWS, ETC. THE CLUB BOARD OF DIRECTORS MAY APPOINT A SPECIFIC CHAIRPERSON AND/OR COMMITTEE TO DIRECT ALL ACTIVITIES OF THE EVENT. FOR THESE SPECIFIC EVENTS AND WHILE PLANING/CONDUCTING THE EVENT, THIS CHAIRPERSON SHALL BE SUBORDINATE ONLY TO THE EXECUTIVE BOARD. THE CHAIRPERSON SHALL PERIODICALLY UPDATE THE EVENTS OFFICER.
2. AN EVENTS COMMITTEE MAY BE CREATED AT THE DISCRETION OF THE EVENTS DIRECTOR AND COMPRISES OF THE FOLLOWING:
  - a. THE EVENTS OFFICER. THE ELECTED EVENTS OFFICER MUST BE A PARTICIPATING MEMBER OF THE COMMITTEE.
  - b. THE COMMITTEE IS ENCOURAGED TO SELECT AS A MINIMUM TWO (2) CLUB MEMBERS WHO ARE NOT CURRENTLY CLUB OFFICERS.
  - c. THE EVENTS COMMITTEE’S RESPONSIBILITY MAY INCLUDE BUT IS NOT LIMITED TO PLANNING AND EXECUTING CLUB SPONSORED COMPETITION AND/OR SOCIAL ACTIVITIES.

## **ARTICLE IX, SECTION A MEETING(S)**

1. THE CLUB MEETINGS SHALL CONSIST OF ONE GENERAL MEMBERSHIP MEETING HELD ON THE FIRST THURSDAY OF EACH MONTH.
2. A GENERAL MEETING OF THE EXECUTIVE BOARD SHALL BE HELD NOT LESS THAN ONCE PER MONTH. THIS MEETING SHOULD BE HELD SOMETIME BEFORE THE GENERAL CLUB MEETING AND ALLOW ENOUGH TIME TO ADDRESS ISSUES THAT MAY ARISE DURING THE PREVIOUS MONTH
3. SPECIAL MEETINGS MAY BE CALLED AS DEEMED NECESSARY BY THE PRESIDENT AND/OR EXECUTIVE BOARD.

## **ARTICLE X, SECTION A - QUORUM**

1. EXECUTIVE BOARD - TWO THIRDS (2/3) OF THE TOTAL NUMBER OF OFFICERS SHALL CONSTITUTE A QUORUM FOR THE TRANSACTION OF BUSINESS BROUGHT BEFORE THE EXECUTIVE BOARD.
2. REGULAR MEETING - A TWENTY PERCENT (20%) OF THE TOTAL VOTING MEMBERSHIP SHALL CONSTITUTE A QUORUM FOR THE TRANSACTION OF BUSINESS BROUGHT BEFORE THE CLUB’S GENERAL BUSINESS MEETING.
3. ANY ACTION TAKEN BY THE MEMBERS SHALL BE UPON AFFIRMATIVE VOTE OF A MAJORITY OF SAID QUORUM.
4. FOR THE PURPOSE OF THESE BY-LAWS, A QUALIFIED VOTING MEMBER SHALL BE PERSONS WHO HAVE BEEN ACCEPTED INTO MEMBERSHIP IN ACCORDANCE WITH ARTICLES III AND IV OF THESE BY-LAWS, AND REMAIN IN GOOD STANDING.



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## **ARTICLE XI; SECTION A - ORDER OF BUSINESS**

**THE FOLLOWING IS SUGGESTED ONLY AS A GUIDELINE FOR THE GENERAL MEETING. IT IS THE RESPONSIBILITY OF THE CLUB PRESIDENT TO DEFINE HIS/HER MEETING AGENDA. THE GENERAL MEETING SHOULD ADDRESS AS A MINIMUM THE FOLLOWING ITEMS:**

1. INTRODUCTION OF GUESTS
2. NEW MEMBERS
3. ISSUES RELATED TO LAST PUBLISHED MINUTES
4. PREVIOUS MONTHS INCOME AND EXPENDURES
5. ANNOUNCEMENTS AND UPCOMMING EVENTS
6. WSCC RELATED ISSUES
7. APPROVALS AS REQUIRED
8. OLD AND NEW BUSINESS AS REQUIRED
9. ORDER OF BUSINESS GUIDELINE - (EXAMPLE)
  - a. *CALLS TO ORDER.*
  - b. *INTRODUCTION OF GUESTS (AS NEEDED)*
  - c. *INTRODUCTION OF MEMBERS (AS NEEDED)*
  - d. *APPROVAL OF PREVIOUS MEETING MINUTES*
  - e. *APPROVAL OF CURRENT TREASURER'S REPORT*
  - f. *OTHER OFFICER'S REPORTS*
  - g. *COMMITTEE REPORTS*
  - h. *OLD BUSINESS*
  - i. *NEW BUSINESS*
  - j. *ANNOUNCEMENTS*
  - k. *ADJOURNMENT*

## **ARTICLE XII, SECTION A – APPROVAL, RATIFICATION AND AMENDMENTS**

1. ALL AMENDMENTS TO THESE BY-LAWS MUST BE PRESENTED TO THE MEMBERSHIP IN WRITING, AT LEAST THIRTY (30) DAYS PRIOR TO BEING VOTED ON.
2. ONLY FULL ACTIVE MEMBERS ARE ALLOWED TO VOTE. FAMILY MEMBERS ARE ALLOWED TWO (2) VOTES. SINGLE MEMBERS ARE ALLOWED ONE (1) VOTE. ASSOCIATE MEMBERS ARE NOT ALLOWED TO VOTE.
3. THESE BY-LAWS SHALL BE APPROVED BY THE MEMBERS WHEN RATIFIED BY A TWO THIRDS (2/3) MAJORITY VOTE OF THE MEMBERSHIP RESPONSE.
4. FOLLOWING THE APPROVAL BY THE MEMBERSHIP, THESE BY\_LAWS WILL BECOME EFFECTIVE AT THE CLOSING OF THE NEXT MEETING SATISFYING BOTH THE QUORUM REQUIREMENTS (*AS IDENTIFIED IN ARTICLE X SECTION 2*) AND THE 30 DAY PRESENTATION TO MEMBERSHIP (*AS IDENTIFIED IN ARTICLE XII SECTION 1*)

*Note: To capture as many membership responses as possible, multiple methods may be utilized to respond to approvals, etc. These may include regular mail, electronic responses, at meeting responses, etc.*

## **ARTICLE XIII, SECTION A - OTHER MATTERS**

1. ANY REQUESTED CHARITABLE DONATION MUST BE PRESENTED IN WRITING FOR BOARD CONSIDERATION AT LEAST THIRTY (30) DAYS PRIOR TO PRESENTATION TO THE GENERAL MEMBERSHIP FOR APPROVAL.
2. PROXY VOTE: NO MEMBER OR OFFICER OF THIS CLUB MAY BE ENTILED TO ACT OR VOTE BY PROXY.

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3. ON March 25, 2015, THE CLUB SOUGHT AND ACHIEVED STATUS AS A NONPROFIT SOCIAL CLUB UNDER FEDERAL TAX LAWS AND GOVERNMENT GUIDELINES 507(C7).

Organization: DISCOVERY BAY CORVETTE CLUB

EIN: 47-3032270, Submission Type: Form 990-N, Year 2014, Submission ID:

7800582015084cm61754, e-file Postmark: 3/25/2015 12:01:05 PM, Accepted Date: 3/25/2015.

4. On February 7, 2019 the club has approved a plan to acknowledge club members who have been members of the club for significant periods of time. In that regard, the BOD will acknowledge the following anniversary milestones for all continuous memberships in 5 year intervals.

- a. Anniversaries will be acknowledged in the following manner;

- 05 years - Mention in newsletter & certificate

- 10 years - Mention in newsletter & certificate

- 15 years - Mention in newsletter & certificate

- 20 years - Mention in newsletter & certificate & gold star for badge

- 25 years - Mention in newsletter & certificate & gold badge (replaces black badge)

- 30 years - Mention in newsletter & certificate & black star for badge

- b. In addition to above, a silver star is awarded for "Past President" and to founding members.

- c. With exception to Past President and Founding Member, the black badge & gold stars will be replaced. (i.e. 25 year gold badge replaces black badge with gold star).

- d. The club's membership director (VP), working with the roster coordinator (Treasurer) is responsible for maintaining the anniversary list, acknowledging the milestones, and presenting certificates and badge stars at the general meeting in the appropriate month.

- e. A members milestone date will be considered to be vested in January of the anniversary year. (i.e. a member that joined the club anytime in 2005 will have hit the 10 year mark in January of 2015).

- f. The publications director will include a running list of milestone anniversaries in the back section of the DiscoVette newsletter.