

West Virginia British Car Club

By Laws

ARTICLE ONE

A. Club Name

- The official club name shall be "West Virginia British Car Club." When required for convenience, the abbreviation "WVBCC" will be used.

B. Purpose

- The purpose of the WVBCC is to encourage ownership, operation, and preservation of British motor vehicles.

C. Geographic Area

- WVBCC shall serve the interests of enthusiasts in the state of West Virginia and the neighboring states.

ARTICLE TWO

A. Membership

- Membership shall be open to owners and/or enthusiasts who are in agreement with the Club purpose. Residence within the geographic area is not a requirement for membership.
- To vote you must be a member.
- Membership shall be obtained by the payment of dues as specified in these by-laws. All family members that reside in a member's household, on a permanent basis, shall be included as members of the Club, without the payment of any extra membership fee.
- Any member failing to pay dues within forty-five (45) days after the prescribed time shall be notified in writing by the Treasurer at the last known address. If the dues are not paid on or before ten (10) days from the date of notification, said membership shall be automatically terminated.

B. Dues

- Dues shall be paid annually in January. Dues increases and/or decreases must be ratified by a majority vote of the membership present at a general membership meeting at which a quorum is represented. Dues cannot be increased more than 20% annually.
- New members joining after April 1 may have the dues prorated for the remainder year as determined by the Executive board.

- The fiscal year shall begin the first day of January.

C. Privileges

- All active members in good standing may vote and hold office, are entitled to receive all WVBCB newsletters, and are entitled to participate in all club events and meetings

ARTICLE THREE

A. Elected Officers

- The Club officers shall consist of the following: President, Vice President, Secretary, and Treasurer. They may be referred to as the Executive Board.

B. Terms of Officers

- Terms of all elected officers shall be two years. Officers shall be installed and assume office at the December meeting. An officer may resign his/her position after giving written reasonable notice to the Executive Board.

C. Elections

- Nominations will be made at a regularly scheduled membership meeting in October prior to expiration of the officers' terms. Due notice of the election shall be distributed to all active members prior to the election.
- Nominations will be heard and each candidate shall be given an opportunity to speak briefly. The newsletter may carry a brief message by all nominees.
- The election will be held at the November general membership meeting prior to the expiration of the officers' terms. All active members will be notified at least ten (10) days prior to the election meeting date.
- Election shall be based on a majority vote of the active members present at the meeting. A 15% quorum is necessary for this election.

D. Replacements

- Replacements may be appointed by a majority vote of the officers. Terms for such replacements shall coincide with the expiration of the term of the current officers.

E. Duties of Officers

1. President

- The President shall be responsible for promotion and growth of the club through all available means. The President shall oversee all club operations and insure adherence with these by-laws. The President shall lead the monthly membership meetings.
- The President shall be a standing member of all committees.
- In the Treasurers absence, the President shall also have the power to sign WVBCC checks in accordance with the rules governing the Treasurer.

2. Vice President

- The Vice President (VP) shall assume all the general and specific duties of the President in his/her absence except for the signing of the WVBCC checks. The VP shall perform other duties as may be assigned by the President.
- The VP shall assume the unexpired term of the President should this office become vacant assuming all the general and specific duties of the President for the remainder of the term.

3. Treasurer

- The Treasurer shall be responsible for receiving all club money, depositing same in a club bank account, pay all club expenses as approved by the club officers, and maintain adequate records regarding receipts and disbursements.
- The Treasurer shall also receive membership applications and renewals, and maintain the club membership data base. The Treasurer is responsible for notifying members whose dues have not been paid as per Article Two.
- The Treasurer will provide periodic financial statements to the club officers as requested and an annual financial statement shall be published in the January newsletter.

4. Secretary

- The Secretary shall keep accurate records at all club meetings in a format agreeable to the President of the club. The Secretary shall also be responsible for all club correspondence.

ARTICLE FOUR

A. Other Standing Positions

- In addition to any committees that may be needed, ~~the following two positions are required for good club operation.~~ *these by-laws permit, but do not require, the appointment of a Newsletter Editor, Webmaster, and Event Coordinator.* Those holding these positions should be present at both general membership and board meetings. They are appointed, not elected positions.

1. ~~Newsletter Editor-Webmaster~~

- The ~~Editor-Webmaster~~ shall be responsible for ~~producing at least 6 newsletters per year~~ *maintaining and updating the club website at WVBCC.com.* The content and quality of the ~~newsletter-website~~ shall be agreed upon by the club officers. The ~~Editor webmaster~~ shall solicit material and advertisements as needed from club members and other sources.

2. *Newsletter Editor*

- *The Editor shall be responsible for producing a club newsletter. The schedule and quality shall be determined by the club officers. The Editor shall solicit material and advertisements as needed from club members and other sources.*

3. ~~2.~~ Events Chairperson

- The Events Chairperson shall coordinate all meetings and club activities to insure that they do not conflict with each other and do not conflict with significant national club events. The Events Chairperson shall act as a coordinator to insure that club resources are accessible to other event chairpersons, and shall stay in contact with such to monitor progress of event planning and execution.
- The Events Chairperson shall provide the Newsletter Editor and Webmaster with a comprehensive regional events calendar for publication.

ARTICLE FIVE

A. Meetings

- Meetings normally shall be held once per month at a time and place set by the officers of the club.
- Meetings shall be held within the geographic boundaries outlined in Article One.

- The regular meeting in December shall be known as the annual meeting. Its primary purpose is for the installation of new officers and presentation of the annual report.
- The Executive Board will meet to conduct club business at such times as deemed necessary by a majority of Executive Board members or by a majority vote of Club members. The general membership is invited to attend these meetings.

ARTICLE SIX

A. Amendment

- These By-laws may be adopted, amended, or repealed.
- Any active member may propose changes to these By-Laws by sending the proposed change to the President in writing.
- The Executive Board will arrange to circulate the proposed By-law change(s) to the membership for consideration and action. At least ten (10) days shall elapse between circulation thereof and a vote of the propose change. ~~Voting will be done by mailing a special ballot to each member. The By-law change(s) shall be adopted upon approval by fifty (50) % of the ballots received from the general membership providing at least 30 % of the ballots are returned.~~ *Bylaw changes may be passed by a vote at the regular monthly meeting and confirmed by a vote at the subsequent meeting after initial passage.*

ARTICLE SEVEN

A. Audit

- There shall be an audit made of the business records and other assets of the WVBCCL each year.
- The president shall appoint two (2) members, not on the Executive Board, to conduct this annual audit. The audit is to be made prior to issuing the annual financial statement.

ARTICLE EIGHT

A. Committees

- All committees shall be appointed by and report to the Executive Board. The president or a person delegated by the president will report to the membership.

WEST VIRGINIA BRITISH CAR CLUB