



RTP CORVETTES

CONSTITUTION AND BY-LAWS



Mailing Address:

RTP Corvettes
P.O. Box 705
Wake Forest, NC 27588

Approved: Wednesday September 16, 2020



**ARTICLE I
DESCRIPTION**

Section 1 - Name:

The name of the club shall be **RTP CORVETTES**.

RTP Corvettes is a registered 501(c)(7) non-profit.

Section 2 - Purpose:

The purpose of the Club shall be to:

- Enhance and promote the ownership and further the interests of the Chevrolet Corvette.
- Promote the art and sport of safe motoring through planned events, trips, and social activities extended to the members of RTP Corvettes.
- Promote, sponsor, organize and supervise motor car outings, meetings, competitions and other Corvette related functions and/or events whether motoring or otherwise.
- Support the National Corvette Museum.
- Support charitable events through the exhibition of club members' vehicles and/or events that are represented by the members' interests and direction.
- Support other clubs, activities, events and exhibitions that promote the Chevrolet Corvette that encourage careful and skillful driving.

Section 3 – Club Communication:

The principal means of Club communication, advertisement, and dissemination of information shall be through the Club website and by individual E-mail addresses. The web site address is www.rtp-corvettes.com Members can share information and photos on social media, e.g. by searching for RTP Corvettes on www.facebook.com.

**ARTICLE II
Membership**

Section 1 - Members:

Membership in the Club shall require ownership of a Corvette.

Section 2 - Classes of Membership:

Members in Good Standing: Members who have paid their dues by January 31st of each year. Members who have not paid their dues by that date are considered inactive members (see below).

Active Members: Individual, and not more than one family member / significant other, that have been processed and accepted into the Club in accordance to the Club By-Laws, and have paid the appropriate dues. Active members are eligible to hold office in the organization after six (6) months of membership in



good standing.

Honorary Members: An honorary membership without voting power may be granted to those persons who have earned the Club's recognition and appreciation. Nominations may be made to the board of directors with acceptance by a majority of members present at a formal club meeting.

Associate Members: Active members and their family member / significant other who no longer own a Corvette shall be considered Associate Members as long as they are current in their dues. Upon sale of their Corvette they will receive this status and no longer have voting rights in the club. An Associate Member who is not current in their dues will be considered inactive and will be required to meet the criteria specified in Article II, Section I to be considered for club membership. An associate member may not be nominated or elected to hold any office. An Officer upon becoming an Associate Member shall immediately resign his/her position as Officer.

Inactive Members: Members who have not paid their dues will forfeit all club privileges until reinstated. Inactive members will be deleted from the club roster on March 1st. Reinstatement of an Inactive member requires joining the club as described in Article 1 Sections 1 and 3.

Section 3 - Membership Application Process:

To qualify, an applicant must:

- A. Complete and submit an Application for Membership.
- B. Sign the General Release and Indemnification Form to release RTP Corvettes, Club Members, and officers from liability.

Section 4 - Dues and Fees:

The fiscal year is defined as January 1st through December 31st.

Should the Board determine a change in dues or fees is necessary, the Treasurer must provide the membership with the amount of the proposed change, date of proposed change, and rationale for the change at least 14 days prior to the next regularly scheduled monthly meeting. Discussion from the floor will take place at that next monthly membership meeting. A motion to change the dues can be made and the motion to change the dues amount must pass by a majority vote of those attending the meeting. The Treasurer must notify all members of any change in the dues amount at least 30 days prior to the effective date of the change.

Initiation fees and dues are payable on acceptance of the membership application. Membership and member privileges commence when dues are paid, except for holding office per Article II, Section 2. Dues for members joining in the last quarter (October 1st through December 31st) will carry over for the next year.

Club members participating in Club events may be charged entrance/registration fees for the purpose of defraying Club expenses for awards, insurance, food, etc.



Section 5 - Privacy:

All membership information obtained by the Club (i.e., name, address, email, phone number etc.) will remain private and confidential. This includes information on the club roster. Unless approved by a majority of the membership, per event, this information will not be sold, released, or provided to any outside individual or company for other use not specified by the member.

Section 6 - Exempt Organization:

Directors shall not receive any compensation for their services. No Director, Officer or member of the Club shall receive any of the income from the operations of the corporation, provided that this shall not prevent the payment to any such person of such reasonable reimbursement for expenses incurred for services rendered to or for the Club in effecting any of its purposes as shall be fixed by the Board of Directors.

Notwithstanding any other provisions of these By-Laws, the Club shall not carry on any other activities not permitted by a corporation exempt from Federal Income Tax under Section 501 (c) (7) of the Internal Revenue Code.

Section 7 - Behavior of Members:

Each member is expected to work towards the betterment of the Club. All members are expected to conduct themselves in a respectable and orderly fashion at RTP events or at events when representing RTP Corvette Club.

Section 8 - Reimbursement of Expenses:

Expenses that support the operating costs of the organization or that are incurred to support a RTP sanctioned event that provide all members the opportunity to participate are permitted to be reimbursed. Expenses will be reimbursed to a member if and only if written approval (or verbal approval followed by written approval) is received from the President, within the spending limits specified in Article IV Section 1. The President may seek approval for expenses outside these spending limits by obtaining a majority vote of the membership present at a monthly membership meeting prior to the expense being incurred. Requests for reimbursement must be accompanied by the original receipt (s) and be submitted to the Treasurer. Approved reimbursements will be made within 20 business days. Requests for reimbursements without prior approval will not be honored.

**ARTICLE III
Meetings**

Section 1 - Board of Director Meetings:

Board of Directors will meet a minimum of four (4) times per year, scheduled at the discretion of the Board. Board meetings will be announced via email or at the general membership meeting at least one week prior to the scheduled date. Active members in good standing may attend by notifying a board member of their intent to attend.

Board members can attend up to two board meetings per year via telephone or video conferencing. The Board, at its discretion, can choose to have up to two board meeting or special meetings by telephone or video conferencing. Participation in a meeting by this method is considered attendance at the meeting. If a Board



member misses 2 meetings, either in person or via telephone or video conferencing, he/she may be asked to resign from the Board.

Section 2 - Monthly Membership Meetings:

Under normal circumstances, monthly membership meetings will be held the third Sunday of each month. The location and date for the next meeting will be determined prior to the end of the current meeting. Monthly membership meetings may be in the form of social events or activities of the club.

Section 3 - Special Membership Meetings:

In addition to any provisions of the By-Laws, special meetings of the members may be called by the President or by a majority of the voting Board members. The Board of Directors must call a special membership meeting if any Officer receives a written petition of more than twenty percent (20%) of the members, provided such petition states the purpose for which the meeting is to be called.

Section 4 - Notice of Special Membership Meetings:

Notice will be sent via email to all members at least seven (7) days prior to the special membership meeting. The notice will include the place (with directions), date, time and purpose of the meeting.

Section 5 – Membership Meeting Location:

The location of the meetings is left to the discretion of the Board. There shall be no prohibition to renting a meeting place.

ARTICLE IV

Officers / Board of Directors

Board members are expected to attend the monthly *membership* meetings and to perform the duties assigned to their position. Officers have the authority to solicit and appoint members to committees to carry out the duties of their office.

Section 1 - President:

The President shall preside at all meetings of the members and Board of Directors. He/She shall be the Principal Officer of the Club. He/She shall provide a meeting agenda for all monthly board and general meetings. He/She shall establish such committees as necessary and shall outline the duties and responsibilities of such committees. The President has the authority to approve expenditures up to \$150.00 with a maximum of \$500 per year for club activities, reporting to club members at the next scheduled membership meeting the purpose for the expenditure, and the final cost.

Section 2 - Vice President:

In the absence of the President, the Vice President shall perform the duties usually appertaining to that office. The Vice President is also responsible for events that support the club's non-profit, charitable



organizations. The Vice President shall chair the social committee.

Section 3 - Secretary:

The Secretary will record all membership meeting minutes and email the minutes to all members for their review prior to the next membership meeting.

The Secretary will maintain a history file containing board club minutes, club inventory provided by the treasurer, General Release and Indemnification Forms and other fiduciary records. He/She will maintain a current version of the Constitution- and By-Laws. He/She shall have custody of the Club's records.

Section 4 - Treasurer:

The Treasurer shall, subject to such conditions and restrictions as may be made by the Board of Directors, have custody of all monies, debts, and obligations belonging to the Club. The Treasurer shall be responsible for filing all appropriate documents including the club's Federal Tax Return. He/She shall make all payments of Club debts upon approval of the Board of Directors. The contracts, checks, drafts, notes or other orders for payment of money shall be signed in the name of the club by the Treasurer or the President. In addition to monthly treasury reports, an annual audit of the club's finances shall be conducted by a committee consisting of the current treasurer, incoming treasurer if applicable, one board member and a person from the general membership. The Treasurer will work with the Board to develop an annual budget. The Treasurer shall give an annual report on the financial status of the Club at the January membership meeting. The Treasurer will maintain an inventory of club property for all individual items over \$100.00. The treasurer will oversee the 50-50 raffle.

Section 5 - Director of Automotive Events:

The Director of Automotive Events shall be the liaison between any other Automotive Clubs and/or Club Sponsors and the Club. The Director of Automotive Events shall also be responsible for advertising on behalf of RTP Corvettes regarding all Club Activities outside of the general membership. He/She shall distribute emails to the general membership in a timely manner for all upcoming events and coordinate with the Webmaster to ensure information is updated on the website.

Section 6 - Director of Membership:

The Director of Membership shall acquaint him/herself with all prospective members, promote club membership to all Corvette owners, receive all applications and General Release and Indemnification Forms and verify that all applications have been properly completed. In association with the Treasurer, maintain a current listing of all current paid club members and provide the list to committee chairpersons as requested. The Director of Membership shall enforce and encourage all members regarding payment of dues. He/She shall provide an updated list to the Board of Directors and the general membership when updates have been performed. The Director of Membership shall provide a welcome packet to each new member consisting of the following: a copy of the Constitution and By-Laws, a welcome letter from the President, a name badge, current roster of membership, club brochure, and an RTP Corvettes logo decal. He/She shall update e-mail accounts for the general membership and board members as needed.

Section 7 - Webmaster:



The Webmaster shall manage the design and development of the website with the approval of the Board and the membership. The webmaster shall act as first point of contact to solve website related problems and troubleshoot issues. He/she shall coordinate with the hosting service to ensure all the web servers, hardware, and software are working properly and to determine if upgrades are needed. The Webmaster shall market the website by linking to other Corvette community sites and web pages; maintain Club event registration page(s), activities, picture galleries and calendar postings. Webmaster shall add, edit or delete information in a timely manner. Webmaster shall also maintain RTP Corvette's related social media sites as needed. He/she will also provide administrative rights to members as needed.

Section 8 - Immediate Past President:

The Immediate Past President of the club shall serve in an advisory position for a period of one year following expiration of his/her term. He/she will be a non-voting member of the Board of Directors.

ARTICLE V

Liability

Section 1 – Personal Liability:

All persons or corporations extending credit to, contracting with or having any claim against the Club or its Board of Directors, shall look only to the funds and property of the club for payment of such contract or claim or for payment of any debt, damage, judgment or decree, or any other money that may otherwise become due or payable to them from the corporation. Members of the Club, the Board of Directors, present or future shall not be held liable personally thereafter.

All major decisions shall be made by the Board of Directors and sent to the floor at the next membership meeting to be voted on by the membership. Daily operations of the club shall be carried out by the Board of Directors. Quick decisions may be made by a majority of the Board of Directors as long as the scope of the decision is within the scope of RTP Corvettes and a decision must be made prior to the next membership meeting and is in the best interest of RTP Corvettes.

The members of the Club, the Board of Directors, past, present or future shall not make contracts, agreements, partnerships, and or sponsorships without the full agreement of the Board and the membership. A proposal shall be made to the membership and a copy thereof shall be included in the notice of the next meeting of the members. A two-thirds vote of the members present is required to accept the proposal.

All members and prospective members will sign the General Release and Indemnification Form. Signature is mandatory to maintain good standing in the club. The Board of Directors shall review and implement changes to the General Release and Indemnification Form on an annual basis as needed. If the form is revised, all members are required to sign anew.

ARTICLE VI

Amendments to the By-Laws

The Board of Directors of the Club, or any ten active members in good standing, by written proposals



submitted to the Secretary, may propose an amendment to the By-Laws.

These Bylaws may be amended by two thirds (2/3) vote of the members present, which shall constitute a quorum, at any regular meeting of the Club, provided such amendment has been proposed in writing to the Secretary, who shall have included it in a notice of the meeting to the members at least seven (7) days before the date of the scheduled meeting.

The most current, revised, and approved Constitution and By-Laws shall supersede all previous versions of the same.

Article VII Voting/Elections of Officers

Section 1 - Officers/Board of Directors:

The elected Officers shall be the Board of Directors and these terms may be used interchangeably. Officers/Board of Directors shall consist of the following offices: President, Vice President, Secretary, Treasurer, Webmaster, Director of Automotive Events, Membership Director and Immediate Past President. Officers shall serve a term of two years and may be elected to serve a second consecutive term. Directors who have completed two consecutive terms may not be reelected for two years.

Section 2 - Nominations:

Nominations for Officers shall be held at the regular September meeting. Nominations prior to the meeting may be sent via email to the Chairperson of the Election Committee and include the nominated position. After the member nominated accepts the nomination, he/she will notify the Chairperson of the Election Committee the position being sought. A ballot will be distributed to the general membership after the September meeting. The Board will not inhibit in any fashion the nomination of any member in good standing. No negative comments will be accepted nor published regarding the person currently assigned to that Officer's position or a person seeking that position. If a position is not contested, a ballot for that position is not necessary, and the single applicant will be approved by a vote of acclamation at the October Meeting. The results of the ballot count will be tabulated seven days prior to the November meeting of each year and the elected Officer(s)' terms shall begin January 1st of the following year. The outgoing Officer(s) will turn over all materials and mentor the incoming Officer regarding all responsibilities for that position.

Section 3 - Motions and Voting During a Monthly Meeting:

For a motion to be carried it must be approved by a majority vote of the members present. A majority vote is any vote greater than fifty percent (50%) of the members present. The President will cast a vote only to break a tie. Motions and voting will follow procedures found in Robert's Rules of Order (revised).

Section 4 - Voting for Board Members/Officers:

In the case of the resignation of the President, the Vice President will assume the office of President and elections will be held at the next regular scheduled membership meeting for Vice President. The newly elected Vice President will serve the remainder of the current term.

If any Officer other than the President resigns, the President shall notify the membership of the resignation



and solicit nominations to fill the vacancy by the end of 2 weeks from the date the email notice was sent. At a Special Meeting of the Board of Directors prior to the next monthly meeting, the Board will nominate and appoint an Officer to fill that position for the remainder of the position's term.

If for any reason the President and Vice President Officers are both vacant, those Officer positions will be filled at the earliest possible time following the process defined in Article VII Section 2: Nominations.

Article VIII Club Affiliation

RTP Corvettes will not be solely sponsored by any one vendor, private, public or corporate organization. Liaisons will be created with Chevrolet Corvette Dealerships and other designated organizations to promote membership and club activities as directed by the Board of Directors.

Article IX Dissolution

If, for any reason, this Club is disbanded or dissolved, any property held in the Club name, shall be liquidated and turned into cash. After all Club liabilities have been paid, the remaining cash shall be donated to a non-profit charitable organization chosen by the membership.