

# **BY LAWS OF THE JAGUAR CLUB OF SOUTHERN COLORADO**

*As of January 21, 2013*

## **ARTICLE I - NAME, PURPOSE AND EMBLEM**

### **Section 1 - NAME**

The name of this organization shall be the “Jaguar Club of Southern Colorado.”

### **Section 2 – PURPOSE**

We, the members of this Club, shall promote interest in the preservation, operation and ownership of Jaguar automobiles and give all the help that is within our means to encourage the safe, careful and skillful ownership of Jaguar automobiles. We shall act as a source of technical information, establish rules and regulations covering all activities of the Club, and promote good sportsmanship at all times.

### **Section 3 – EMBLEM**

The Club emblem shall be a design of the Jaguar Automobile insignia with the words: “JAGUAR CLUB OF SOUTHERN COLORADO” inscribed around the outer circumference.

## **ARTICLE II - RULES OF MEMBERSHIP**

### **Section 1 – MEMBERSHIP**

- A. Membership shall be open to owners of Jaguar automobiles and those interested in furthering the enjoyment of the Jaguar automobile. However, not more than ten (10) percent of the members shall be non-Jaguar owners, such percentage to be determined as of the last calendar day of each year and effective for the succeeding calendar year.
- B. The membership roster shall not be used for commercial purposes.

- C. For purposes of JCSC membership, the term “member” is defined to include the primary member and his or her spouse or significant other living in the same household, and any children of the “member” up to and including the calendar year in which they turn 18 years of age. Additionally JCSC will make available a Young Enthusiasts membership at a reduced rate for individuals 25 years of age or younger.

## **Section 2 - CLASSIFICATION OF MEMBERS**

- A. Active Members – those whose current dues and fees are paid and who are not suspended or expelled.
- B. Honorary Members – those persons upon who have been conferred honorary membership for outstanding service on behalf of the Club. Honorary members shall not vote nor be liable for dues. Honorary members shall be chosen by a majority vote of active members at a regularly scheduled meeting of active members, upon recommendation of the Board of Directors.
- C. Life Members – shall have the same privileges and responsibilities of active members except that they shall not pay dues. Life members shall be chosen by a majority vote of active members at a regularly scheduled meeting of active members, upon recommendation of the Board of Directors.
- D. There shall be no more than ten (10) Honorary or Life Members at any time.

## **Section 3 - APPLICATION FOR MEMBERSHIP**

- A. All applications for membership shall be made on a fully completed and signed membership application.
- B. Applications shall be presented to the Membership Chairman, or the Treasurer, with proper dues and fees, and shall be approved for acceptance by the Board of Directors. No applicant will be denied membership because of race, creed, religion, sex, sexual orientation or national origin.
- D. Approved applicants shall be announced at the next regularly scheduled meeting of the Club. In the event an applicant for membership is rejected, the applicant may request a hearing before the Board of Directors within sixty (60) days. The Board of Directors’ decision shall be final.

#### **Section 4 - SUSPENSION AND EXPULSION**

- A. A member may be suspended or expelled from the Club by the Board of Directors for any infraction of Club rules, misconduct, or for any action that is not in the best interest of the Club. Such determination is to be made by the Board in its sole discretion.
  - 1. A suspended or expelled member shall be notified by registered mail, suspension or expulsion to be effective upon mailing.
  - 2. The decision of the Board of Directors shall be announced to the active members present at the next regularly scheduled meeting of the Club. An appeal may be made at this meeting by the suspended or expelled member, and the Board of Directors' decision may be reversed by a majority vote of those members present.
- B. Suspensions shall be for a minimum of ninety (90) days, during which time the suspended member may not enjoy any of the rights, duties or privileges of membership.
- C. Suspended member may be reinstated after the minimum suspension period by application to, and the approval by the Board of Directors, or upon termination of the suspension period.

#### **Section 5 - RESIGNATION OF MEMBERS**

- A. Any member may resign from the Club at any time, by directing a letter of resignation to the Club Membership Chairman or Secretary.
- B. Resignation of a member does not relieve the member of indebtedness to the Club. Dues and initiation fees will not be refunded.

#### **Section 6 - RULES OF MEMBERSHIP**

- A. Membership shall automatically lapse for nonpayment of dues sixty (60) days after commencement of the membership year for which dues are payable.
- B. The membership of any member indebted to the Club for any reason other than dues for more than sixty (60) days shall automatically lapse and such member shall forfeit all dues and fees previously paid. Reinstatement may occur upon the payment of indebtedness owed and any initiation fees or dues then assessable.

## **ARTICLE III - DUES AND FINANCES**

### **Section 1 - PAYMENT OF DUES**

- A. Dues and initiation fees shall be payable annually to the Membership Chairman or the Treasurer and are due by the first day of January of each year. Dues paid by new members during November or December will be good for the succeeding membership year.
  - 1. Dues and initiation fees shall be established from time to time by the Board of Directors and confirmed by the majority of active members present at the next regularly scheduled meeting of the club.
  - 2. To be reinstated as an active member in the Club after dues have become delinquent, a person will be required to pay the then effective initiation fee plus the yearly dues for that year.

### **Section 2 - SPECIAL ASSESSMENTS**

Special assessments may be levied against each active member of the Club to provide necessary funds to cover indebtedness incurred by the Club for special services or equipment as deemed necessary by the Board of Directors. Non-payment of special assessments shall be grounds for expulsion.

### **Section 3 – EXPENDITURES**

- A. No member shall commit the Club to any expenditure of monies without the approval of the Club's Treasurer or President. Any expenditure of \$1000 (one thousand dollars) or more requires approval of the Board of Directors.
- B. The Club checking account will have on file with the bank 2 signatures at all times: President or Vice President and Treasurer.
- C. Payment of all Club bills or indebtedness shall require the signature of the Club Treasurer only and shall be made by check, except for checks in excess of \$500 (five hundred dollars) which may require any two signatures, President, Vice President, or plus Treasurer shall be authorized signatures, or any person designated by the Board of Directors.
- D. Payments made for an event, in which monies have been collected for that specific event are excluded from Section 3 C.

## **ARTICLE IV - MEETINGS**

### **Section 1 - REGULAR MEETINGS**

Meetings shall be held monthly, the third Tuesday of each month, at a location determined by the Board of Directors.

### **Section 2 - SOCIAL MEETINGS**

Social meetings shall be held at the discretion of the membership.

### **Section 3 - SPECIAL MEETINGS**

Special meetings may be called to consider matters which may arise that cannot wait for the regular monthly meeting. Notice of such meeting shall be mailed not less than five (5) days prior to such meeting to all active members. A special meeting may be called by either the President or the Board of Directors.

## **ARTICLE V - BOARD OF DIRECTORS, OFFICERS AND THEIR DUTIES**

### **Section 1 - BOARD OF DIRECTORS**

The affairs and property of the Club shall be managed by the Board of Directors. The President shall serve as chairperson of the Board of Directors.

### **Section 2 – OFFICERS**

The elected officers of the Club shall be:

1. Vice President
2. Secretary
3. Treasurer

### **Section 3 - VACANCIES IN OFFICE**

- A.** If a Club Officer vacates his office during its term, a successor shall be elected by a majority of the membership present at the next regularly scheduled meeting of the Club, except if the office vacated is that of the President.
- B.** If a vacancy of the Office of President shall occur, that Office shall be filled by the Vice President, and the then vacated Office of Vice President shall be filled as called for in the preceding paragraph.

### **Section 4 – RECALL**

Any elected officer may be recalled by a sixty (60) percent vote of the active members of the Club. Any vacancies created by a recall will be filled in accordance with the provisions of ARTICLE V, Section 3. Notice of recall must be mailed to all members within 14 days of the recall election.

### **Section 5 - DUTIES OF ELECTED OFFICERS**

- A.** The President shall:
  - 1. Preside at all Club meetings.
  - 2. Approve all disbursements from the Club Treasury
  - 3. Be an Ex-officio member of all committees.
  - 4. Cast the deciding vote in any election, except one in which the recall of the President is at stake.
  - 5. Appoint Standing Committees and the Chairmen of Committees.
  - 6. Call special meetings in accordance with these BY LAWS.
  - 7. Make such decisions as are necessary to properly operate the club.

**B. The Vice President Shall:**

1. Preside over meetings in the absence of the President.
2. Serve as liaison between the Club and any other Sports Car Clubs.
3. Serve as Master-of-Arms at all meetings.
4. Be responsible for Parliamentary Procedure.

**C. The Secretary shall:**

1. Keep an accurate official record of all meetings of the Club, and keep minutes of the meetings of the Board of Directors.
2. Handle all correspondence for the Club, except that required as a result of event or membership activities.
3. Have custody of the Club records and maintain them in an accessible location.

**D. The Treasurer shall:**

1. Keep an accurate record of all financial transactions.
2. Collect and record Club dues and other income.
3. Maintain and balance the Club checking account.
4. Make disbursements as necessary.
5. Report as necessary on the financial condition of the Club.
6. Prepare an annual statement of condition.
7. Prepare or cause to be prepared and file any required tax returns.

## **Section 6 - MEETING ATTENDANCE**

Any Officer or Board Member who fails to attend three (3) consecutive meetings without due cause shall no longer hold office. Due cause to be determined by the Board of Directors solely.

## **Section 7 - BOARD MEETING ATTENDANCE**

A majority of members present at regularly scheduled Board Meetings shall constitute a quorum.

# **ARTICLE VI - NOMINATIONS AND ELECTIONS**

## **Section 1 – NOMINATIONS**

- A. Officer nominations are to be submitted during the general meeting in September and be published in the form of a ballot in the October newsletter.
- B. A nominee for a Club office must be a Jaguar Club member in good standing.

## **Section 2 - ELECTIONS**

- A. A secret ballot shall be cast for all offices at the November meeting.
- B. Each adult family member (ref: Article II Section 1, Paragraph C) is eligible to cast a vote in any Election.
- C. Ballots will be counted by Judges appointed by the President.
- D. Notification of the election results shall be read by the President.
- E. A candidate must receive a majority vote of those present at the election meeting to be elected. In the event of a tie vote there will be a re-balloting.
- F. Newly elected officers, who are not present at the election, shall be notified in writing through the main mail by the Club Secretary immediately following the election.
- G. Candidates will assume office at the January meeting of the following year.

## **ARTICLE VII - FISCAL YEAR**

The Fiscal Year of the Club shall be January 1 to December 31.

## **ARTICLE VIII - LIABILITY**

All persons or businesses extending credit to, contracting with, or having claims against the Club shall look only to the funds of the Club for repayment of any debt, damage, or judgment and that neither the members of the Club or any Officers or Directors present or future shall have any liability.

## **ARTICLE IX - PARLIAMENTARY AUTHORITY**

The rules contained in "Robert's Rules of Order" shall govern the Club in all instances where they are applicable, but in no case shall they contradict these BY LAWS.

## **ARTICLE X - AMENDMENT OF BY LAWS**

These BY LAWS and all amendments hereto shall be in full force and effective immediately after passage and shall supersede all previous editions. They may be amended by, and accepted by a majority of those present at a regular or special meeting of the membership, provided that notice of the meeting and a copy of the proposed amendment or new BY LAWS have been mailed or emailed to each active and Life member thirty (30) days prior to such meeting.