

# CONSTITUTION OF SUN COUNTRY MUSTANG CLUB

(Adopted Jan. 19, 2013)

## ARTICLE I NAME, PURPOSE, AND EMBLEM

### Section 1

The name of this organization shall be Sun Country Mustang Club, hereinafter called THE CLUB.

### Section 2

The purpose of THE CLUB shall be to:

- A. Bring together owners of Ford Mustangs and Mercury Cougars interested in motoring as sport and past time and to encourage pride in ownership and the preservation of such automobiles.
- B. Promote, organize and supervise club outings and meetings, car events such as tours, rallies, shows and other events whether motoring or otherwise.
- C. Establish rules and regulations governing all activities of THE CLUB.
- D. Provide owners with technical information concerning automobiles and to encourage the exchange of ideas and general and technical information pertaining to efficient and satisfactory operation of an automobile.
- E. Promote and encourage safe and skillful driving.

### Section 3

The emblem of THE CLUB shall be of any design selected by a two-thirds majority of the general membership, but shall always contain something representing the Ford Mustang and the Mercury Cougar and the inscription "SUN COUNTRY MUSTANG CLUB".

## ARTICLE II MEMBERSHIP, APPLICATION, ACCEPTANCE, DUES, AND TERMINATION

### Section 1

The membership of THE CLUB shall be of two types: Regular and Honorary.

- A. Regular members must:
  1. Currently own any year Ford Mustang or Mercury Cougar. Posses a valid motor vehicle operator's license and hold insurance coverage that satisfies the Washington State laws and statutes. They shall be able to show proof of said items upon request of a club officer, or
  2. Have previously owned a Ford Mustang or Mercury Cougar when they joined THE

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#### CLUB.

3. Have been duly selected as provided by Section 3 of this Article.
  4. Have paid such dues and fees as provided by Section 4 of this Article.
- B. Honorary Members shall be:
1. Those persons having rendered meritorious service to THE CLUB.
  2. Admitted by two-thirds majority vote of the members present at any bussiness meeting. Honorary membership status shall continue until the end of the current calendar year. Honorary members shall be renewed for a subsequent year by a vote of two-thirds majority vote of the members present at the club's annual meeting.
  3. Denied the right to vote, hold office, or be appointed as a committee chair.

### Section 2

- A. Application for membership in THE CLUB shall be forwarded to the Membership Chair on a form provided for this purpose. All applicants will be required to possess a valid motor vehicle operator's license and current insurance policy before acceptance.
- B. Applicants must attend two (2) club functions prior to being voted on by the Executive Board for membership.
- C. Those under the age of 18 will qualify for family membership, if the parent(s) or guardian(s) is/are a member(s) in good standing. After reaching the age of 18, they may remain as family member with their parent/guardian provided they reside with the parent/guardian member. Family membership may also include people residing together at the same address.
- D. The Executive Board may consider persons who have not fulfilled all prerequisites due to certain circumstances for membership.

### Section 3

- A. Acceptance shall be by a two-thirds majority of the Executive Board present at any monthly General or Executive meeting. The Membership Chair or a member of the Executive Board shall present the names of the new members to THE CLUB.
- B. The News Letter or club web site shall post all new members, The Membership Chair shall notify all new applicants of their acceptance or denial as a member of THE CLUB.

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- C. The Membership Chair shall provide new members with recommended club documents and information.

### Section 4

- A. Annual dues shall be determined by a two-thirds majority of members upon recommendation of the Executive Board at any regular or annual meeting.
- B. Dues will be payable, prorated, from the date a new membership application is approved through the following October 1. Subsequent annual renewal dues shall be payable no later than October 31 of each year. All members will show proof of valid motor vehicle operator's license and evidence of their current insurance policy to either the President or the Membership Chair at each renewal of dues.
- C. If dues are separated into the categories of Individual Membership and Family Membership, Family membership shall mean all people residing at the same residence.

### Section 5

- A. Any member shall be terminated for non-payment of dues by the January Banquet. Any member terminated for nonpayment of dues shall have no rights or privileges in THE CLUB until they have reapplied for membership.
- B. Any member may be suspended by a two-thirds majority vote of the Executive Board for any infraction of THE CLUB rules or any other causes considered by the Executive Board to be detrimental to THE CLUB. Upon suspension the member shall be informed in writing and shall be given a reasonable opportunity to be heard by the Executive Board. Any member suspended as provided above may be expelled by a two-thirds majority vote of the Executive Board. The vote shall be by secret ballot.
- C. Any member may lodge in writing formal charges against any other member with the Executive Board. The Executive Board shall notify the plaintiff and the defendant in writing of the time, date, and location of hearing. At the hearing, the plaintiff is excused while the defendant is heard and vice versa. Both the plaintiff and defendant shall be excused while the Executive Board votes on the charges by secret ballot. A two-thirds majority vote of the Executive Board shall be required for expulsion.
- D. The Executive Board shall notify any member in writing within one (1) week after the hearing, that his/her expulsion was considered and the action taken in the matter by the Executive Board. Any member suspended or expelled as, provided in Section 5-B or 5-C of this Article, shall be entitled upon request to have the charges against him/her read and to state his/her case at the next monthly meeting. After hearing the charges

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and the defendant the members present shall vote by secret ballot. A two-thirds majority vote of the membership in attendance shall be necessary for expulsion. Notice of the meeting at which the expulsion of any member is to be considered shall be given in writing to all members no less than one (1) week prior to the meeting and shall specify the member and the charges to be considered.

- E. Any member may resign from THE CLUB by directing a letter of resignation to the Membership Chair. His/her resignation shall be effective upon receipt, provided all indebtedness to THE CLUB is paid.

**ARTICLE III --- CLUB GOVERNMENT**

**Section 1**

- A. The Government of THE CLUB shall be vested in the Executive Board, the elected Officers, the appointed Officers, and necessary committees as herein defined.

**Section 2**

- A. Elected Officers of THE CLUB shall be President, Vice President, Secretary, and Treasurer, and one Alternate member.
- B. Chairpersons appointed by the President with the approval of the Executive Board shall be:
  - 1. Membership Chair
  - 2. Newsletter Editor
  - 3. Web Site Chair
  - 4. Show Chair
  - 5. Telephone Committee Chair
  - 6. Club Historian
  - 7. Activities Chair
- C. Each Officer or Chairperson shall serve from the close of the Annual Meeting or such time as he/she had been appointed or until the close of the following Annual Meeting, or until his/her successor shall be elected or appointed.
- D. All Officers and Chairpersons must be Regular Members.

**Section 3**

- A. The Executive Board shall consist of the elected Officers, the immediate past President, if qualified, and such elected members necessary to bring the total membership of the Executive Board to six (6). A quorum shall consist of 3 members of the Executive Board.
- B. The Executive Board shall be chaired, at any meeting of said Board, by the highest elected Officer present at said meeting.

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- C. Elected officers shall serve from the annual meeting following their election until the following annual meeting.
- D. If the Past President is not able to fill his/her position on the Executive Board during the current year, an additional Board member will be elected for a term of one (1) year.
- E. An Executive Board Member or alternate absent from three (3) consecutive meetings without notifying the President may be replaced by the election of a replacement by the Executive Board.

### **Section 4**

- A. Nominations for each elected office shall be made by the Executive Board at the October Board meeting. At the October general meeting, any regular member may make additional nominations from the floor. Any member nominated for an Executive Board position must be a member in good standing. Any member nominated may decline the nomination. Any member nominated for President shall have been a member of THE CLUB in good standing for the prior 2 years. Nominations will be closed at the end of the November meeting. The election of those nominees shall take place at the December meeting.
- B. Ballots shall be handed out at the December meeting (or Christmas Party in-lue of a meeting) to the Regular Members in good standing in attendance. Ballots shall be tabulated by the Secretary (or designee) at the December Meeting and are to be counted in the presence of the Membership. The Secretary shall announce results of the election immediately and each member shall receive notification in the club News Letter or posted on the club web site.
- C. Members not able to attend the December meeting, but who wish to vote, may request an absentee ballot from the Secretary. Such absentee ballot must be returned to the Secretary prior to the December meeting to be counted.
- D. Officers shall be declared elected upon receiving a majority of the votes cast.

### **Section 5**

- A. The President shall preside at all meetings of the Members and the Executive Board. He/she shall manage the affairs of THE CLUB, and carry out the decisions of the Executive Board.
- B. The Vice President shall, in the absence of the President, perform all the duties of that office. He/she shall organize and conduct an annual awards banquet for the Membership. He/she shall be a member of all committees. He/she shall be our liaison to other clubs.
- C. The Secretary shall attend all meetings of the membership and of the Executive Board and shall record all minutes, and votes in a book kept for that purpose. He/she shall conduct the correspondence of THE CLUB. He/she gives all notices of meetings required by the Constitution and Bylaws of THE CLUB. In the absence of the Secretary from any meeting, the presiding officer shall choose a Secretary Protempore.

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- D. The Treasurer shall, subject to such conditions and restrictions as may be made by the Executive Board, receive monies of THE CLUB debts and make payments of THE CLUB'S debts. He/she shall give a report of the financial status of THE CLUB at every meeting of the Membership, and, if so requested, at any meeting of the Executive Board. The Treasurer without the specific prior approval of the Executive Board shall incur no other debts, obligations or other liability.

### **Section 6**

- A. The Membership Chair shall present prospective members to the Membership after they have fulfilled the prerequisites for membership stated in Article 2, Sections 1, 2 and 3. He/she shall be responsible for distribution of the roster of the Membership to the membership.
- B. The Newsletter Editor shall be responsible for preparing, editing, publishing and distributing a monthly newsletter. The News Letter may be delivered electronically via e-mail or posted on THE CLUB web site as an alternative to mailing it.
- C. The Show Chair shall be responsible for the organization, preparation and implementation of events known as shows, and to recruit whatever help is deemed necessary.
- D. The telephone Committee Chair shall be responsible for notifying the Membership of upcoming events.
- E. The Club Historian shall be responsible for keeping a historical record of THE CLUB.
- F. The Web Chair shall be responsible for coordinating the club web site, either directly or through a contracted web site provider, and be responsible for posting information to the web site or sending the contracted provider information for the web site.
- G. The Activities Chair shall be responsible for organizing and planning club outings and functions.

### **Section 7**

- A. The Executive Board shall govern and make policy for all decisions in all matters pertaining to THE CLUB, subject to the referendum of the Membership.
- B. With the exclusion of personnel issues or member misconduct issues, all other decisions of the Executive Board shall be made known to the membership of THE CLUB.
- C. The Executive Board shall approve ALL general operating expenditures of THE CLUB.
- D. In the event of a vacancy of an Executive Board and/or Committee Chair position due to death, resignation, expulsion, or if in the opinion of a majority of the Executive Board a Board member or Committee Chair is unable to satisfactorily perform the duties of his/her position, the Executive Board shall appoint a member to fill the vacancy for the unexpired term.

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- E. Referendum of action of the Executive Board may be initiated by any member at the next monthly General Meeting of the membership following notification of said action. Upon motion from the floor, the action in question shall be confirmed or denied by a two-thirds majority of the membership present.

**Section 8**

- A. Beginning in December of each calendar year, an audit of the club financial records will occur. The audit will be performed by 2 members of the Executive Board who are not on the club's bank account(s). The Treasurer will provide all records needed for the audit. The results of the audit will be given to the newly elected or re-elected Executive Board members at the first Executive Board meeting of the following year.
- B. In January of each calendar year, the out-going (or re-elected) club Treasurer will re-file with the Washington State Secretary of State as a non-profit corporation and will update said registration with the names of the newly elected (or re-elected) Executive Board members.
- C. In January of each calendar year, if Executive Board members have changed, the out-going (or re-elected) club treasurer will meet with the newly elected (or re-elected) club President, Vice President and Treasurer and add them as authorized signers on the clubs financial and bank account(s). The out-going President, Vice President, and/or Treasurer shall be removed from THE CLUB's financial and bank account(s).

**ARTICLE IV --- COMMITTEES**

**Section 1**

The Officers or the Executive Board shall appoint such committees as necessary and desirable and shall outline the duties and responsibilities of such committees. Such committees shall serve until the duties and responsibilities are fulfilled, or until the meeting following the election of Officers. All reports of The Executive Board shall approve action taken by a committee. In addition to the authority granted above, certain standing committees as set forth below shall be appointed by the Executive Board.

**ARTICLE V --- MEETINGS**

**Section 1**

The meetings of the Membership of THE CLUB shall be once a month on a fixed day as determined by vote of the Membership at the Annual Meeting, except that the November meeting may be moved to an alternate date due to the Thanksgiving holiday, the December meeting may be replaced by the Christmas Party on an alternate date, and the January meeting may be replaced by the Annual Banquet.

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### **Section 2**

The meetings of the Executive Board shall be once a month as determined by the Board at the February Board meeting. The February Board meeting shall consist of outgoing board and the incoming board.

### **Section 3**

The Annual Meeting of the Membership of THE CLUB shall be during the January meeting, which may be in conjunction with the clubs Annual Banquet on a date arranged for the banquet in January.

### **Section 4**

All meetings shall be conducted according to Robert's Rule of Order.

## **ARTICLE VI --- AMENDMENTS**

### **Section 1**

The Executive Board or any ten (10) members of as specified in Article II, Section I, in good standing, by written petitions submitted to the Secretary, may propose an Amendment to the Constitution of THE CLUB.

### **Section 2**

The proposed amendment shall be approved and adopted by a two-thirds majority vote, of the entire Executive Board in favor of the proposal.

### **Section 3**

Upon such amendment being passed. a copy thereof shall be included in the next monthly newsletter and posted on the club web site and presented to the General Membership at the next meeting. The proposal may be overridden by a two-thirds majority of the members present at the General Meeting.

### **Section 4**

Any member at the next monthly may initiate referendum of action of the Executive Board meeting of the membership following notification of said action. Upon motion from the floor, the action in question shall be confirmed or denied by a two-thirds majority of the membership present.

## **ARTICLE VII --- DISBANDMENT**

### **Section 1**

Upon disbanding of THE CLUB, said assets of THE CLUB shall be given to like nonprofit organization as required by law for incorporated non-profit organizations.