

HIGH SIERRA CORVETTE CLUB

BYLAWS

Sixth Revision

(Approved by a majority of the membership
4/17/2024)

Article I

Section 1. Name

The name of the Club shall be High Sierra Corvette Club.

Section 2. Mission Statement

The general purpose of the Club shall be to encourage planned trips, events and social activities for members; and, to provide and regulate events and exhibitions for Corvette owners.

Article II

Section 1. Board of Directors

The Board of Directors consists of the current Officers and immediate past President.

The Board of Directors will meet at least twice per year to address any significant concerns of the membership.

The Board of Directors shall be the nominating committee, meeting no later than April of each year for the purpose of recommending the upcoming year's slate of officers.

Section 2. Members

Membership in the Club shall be open to owners of Corvettes and persons interested in Corvettes and the purpose of the Club.

Section 3. Membership

An "active" Club member shall consist of a single person or couple having paid such annual dues and fees as required.

An "honorary" Club member shall be a person who has commended him/herself to Club esteem, (who may be elected by a majority vote of the members present at a monthly meeting), a Club sponsor, or surviving spouse of a deceased Club member. Honorary Club members shall not have the right to vote or hold office and are not required to pay dues and must pay their own way to all functions.

Section 4. Club Clothing

It is suggested that all members wear a Club shirt or Club name tag to all Club events.

Section 5. Dues

Dues and fees shall be collected by High Sierra Corvette Club for the operation and preservation of the Club. The annual dues will be determined by the Board of Directors (BOD) and reviewed in April. Proposed changes to the membership dues will be presented and voted upon at the regularly scheduled May meeting and can only be approved by a majority of the voting membership. NOTE: A listing of annual By-Law required events is attached to this document as Appendix A.

- a. Dues are envisioned to be used for the general operations of the Club such as maintaining a website, payment of bank fees necessary to maintain the Club bank account, and for other Club operational purposes not associated with a particular event. The payment of expenses related to a particular event such as a Dash and Dine, overnight trip, etc., are expected to be reimbursed by participating members and their guests.

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- b. Dues may be used to temporarily fund the deposit for a BOD approved event, such as a down payment for caterers, etc., until individual members reimburse the Club for their share of event expenses. The Club BOD will vote to authorize such temporary use of Club funds.
- c. Dues may be used for payment of Club expenses related to the annual picnic and other celebratory purposes upon review and approval of a proposed budget by the BOD.
- d. Due to unforeseen and exceptional circumstances (such as having to pay for a meeting location, purchase of liability insurance, etc.), any proposed increase in dues not following the regularly scheduled dues increase process as detailed in these By Laws must be reviewed by the BOD at an announced Board meeting, open to any member. This proposed dues increase will then be brought before the membership at a scheduled meeting where a minimum 2/3 majority is required to implement any dues increase. Any such dues increase will become payable within 45 days. These monies will be held in a separate account to be used only for this circumstance..

Dues changes shall otherwise become effective September 1.

Dues are nonrefundable and will be prorated to the annual dues dates.

Section 6. Payment of Dues & Submission of Documents

Members will be notified at the August meeting of the annual dues, effective September 1, which must be paid within thirty (30) days of said date.

Any member who does not pay dues within (30) days of the fiscal date (September 1) will be considered a non-member and will only be reinstated when full payment has been made.

Section 7. Privileges

All active members are entitled to all Club privileges.

Honorary members are entitled to all Club privileges, however, they must pay their own way to all functions and they do not have the right to vote or hold office.

Section 8. Expulsion/Suspension

Any member may be expelled or suspended by a majority vote of the Board members after they deem that such action is appropriate.

Section 9. Resignation

Any member may resign at any time; however, membership dues are not refundable. Resignation of all positions and membership is recognized by non-payment of dues. Board Members that have resigned are not eligible to be reinstated on the Board for the remainder of the term.

Article III

Section 1. Election Meeting

The Election Meeting shall be held in July at the regular monthly meeting for the purpose of our annual election of Officers.

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Section 2. Monthly Meetings

Regular monthly meetings shall be held on a day voted upon by the membership.

The President may elect to hold an Officers/Board of Directors (BOD) meeting each month, in between the next regular Club meeting.

Section 3. Special Meetings

Special Meetings of the members may be called by the President or by the majority of the Officers.

Section 4. Event Planning Meeting

Calendar event planning for the following year shall be conducted by the Vice President at the regular monthly meeting in November.

Article IV

Section 1. Duties of Officers

President. The President shall preside at all meetings and shall perform the duties pertaining to this office. S/he shall have custody of the Club's records. S/he shall be Chief Executive of the Club. His/her duties include, but are not limited to:

- Overseeing and guiding HSCC business.
- Chairing the Installation of Officers in August.
- Ensuring the financial stability of the Club by participating in activity planning meetings for events.
- Reviewing historical records with incoming President to ensure timely and complete transition prior to the September meeting.

Vice-President. In the absence of the President the Vice-President shall perform the duties usually pertaining to that office. S/he shall also serve as Chairman of the Activities committee and may appoint other members to the Committee. S/he shall prepare a tentative calendar of events to present to the membership for review at the November meeting.

Secretary. The Secretary shall attend all meetings and shall record all minutes and votes in a book kept for this purpose. In the absence of the Secretary at any of the said meetings, a secretary pro tem may be chosen by the presiding Officer. S/he shall keep an attendance roster at each meeting, and request names of those members attending Club-sponsored events for recording in the meeting minutes. The Secretary shall distribute the meeting minutes no later than fourteen (14) days after the current monthly meeting. S/he will review historical records with incoming Secretary to ensure timely and complete transition prior to the September meeting.

Treasurer. The Treasurer shall, subject to such conditions and restrictions as may be made by the Board of Directors: S/he will have custody of all monies, debts and obligations belonging to the Club. S/he shall receive all monies of the Club and deposit same in the Club account. S/he shall update the bank authorized signature card annually. S/he shall make all payments of Club debts upon approval of the Board of Directors. All contracts, checks, drafts, notes or other orders for payment of sums over \$200 shall be signed in the name of the Club by any two (2) Officers on the bank authorized signature card at the Club's expense, as required by the Board. The Treasurer shall give a report on the

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financial status of the Club at each Board of Directors and regular monthly meeting. No obligation, debt or their liability shall be incurred by the Treasurer without the specific approval of the President. The Treasurer shall collect the annual dues and publish a copy of the membership roster. S/he shall retrieve mail from the official HSCC post office box and distribute as necessary. Keep records of all HSCC monetary business. The Treasurer shall file any necessary state and federal tax forms in a timely manner. S/he shall provide any required documents for internal audits.

Notify the membership of the annual dues requirements. Ensure that timely and complete transitions of all treasury records are reviewed with the incoming Treasurer prior to the September meeting.

Immediate Past President. The Immediate Past President shall serve a single one-year term during the year immediately following his or her presidency and as an office of condition, serves as an experienced member of the Board of Officer.

Section 2. Duties of Committees

Webmaster

The Club's web page will contain a greeting which states the Club's meeting date, place and time, as well as the Club's purpose.

The web page will contain:

- Current events & activities information.
- Information on how to become a Club

member. New Member Chairperson

Act as the liaison between High Sierra Corvettes and guests and prospective members to the Club. S/he will introduce new members and guests at club functions.

Sunshine Chairperson

Notify the membership of all celebrations/anniversaries/birthdays and any other items of a personal nature.

Responsible for sending Get Well and Sympathy cards when appropriate.

Section 3. Vacancies (Failure to Complete Term)

Elected Officers. In the event that an elected Officer vacates his/her position prior to the end of his/her term, the Board of Directors shall decide on whether to hold a special election to fill the position, or to appoint another person or officer to assume the duties of the vacated position.

Immediate Past President. If the Immediate Past President is unable to fulfill the duties of office, the President shall appoint any Past President to serve the remainder of the term.

Article V

Section 1. Nominations of Officers

Nominations will be begin at the May monthly meeting and shall close just prior to the actual vote in July. Nominations for all offices will come from both the Nominating Committee and from the floor.

Members nominated from the floor must be present to accept or decline the nomination.

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Section 2. Elections

Voting will take place at the July regular monthly meeting.

If two or more members are running for a position, the Secretary shall prepare a ballot that will be sent to all members via email with a similar ballot available at the meeting if a member wishes to vote in person.

Section 3. Voting

Only one ballot per membership will be counted.

Absentee balloting for election of Officers, Dues, or Amendment(s) to the By Laws is permitted by email addressed to the Secretary or designee, and must be received by no later than the day prior to the election meeting.

The President shall appoint two or more ballot counters to receive and tally the votes. A person running for office may not receive or be involved in tallying the votes.

New Officers will be announced after the vote at the July regular monthly meeting and shall be installed in August.

Article VI

Section 1. Fiscal Year

The fiscal year shall be September 1st to August 31st.

Section 2. Auditing Financial Records

The Board of Directors will approve a responsible, qualified person(s) or firm to audit the financial records of the Club. An independent internal audit shall be performed every four (4) years or as requested periodically by concerned Club member(s) with the Board's approval. The findings of this audit are to be reported to the general membership by the President.

Section 3. Assets

Sufficient operating revenue shall be in the treasury at the end of fiscal year to assure financial stability of the Club for the upcoming year.

Section 4. Expenditures

No Club Officer or member is authorized to spend the Club's money without prior Board approval. All expenditures must be accompanied by a receipt and saved with the Treasurer's financial records. The club shall maintain a checking account at a financial institution. Authorized signatures on the account shall be the President, Vice President or the Treasurer.

Article VII

Section 1. Appointment of Committees

The President shall appoint sub-committees as s/he finds desirable from time to time and shall outline the duties and responsibilities of such committees. All reports or actions taken by the committee must be accepted by a majority of the entire committee. In addition to the authority granted above, certain standing committees, as set forth, shall be appointed annually by the Board of Directors.

Section 2. Activities

The activities of the Club shall consist of monthly meetings, planned trips, social gatherings and events for the members as planned at the Events Planning Meeting and as revised during the year.

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Article VIII Amendment to the Bylaws

Any Club member may propose an amendment to the Bylaws by submitting it to the President in writing. The proposed changes will be evaluated during the month of January by a Bylaws Committee appointed by the President. Any proposed changes recommended by the Bylaws Committee will be presented to the membership for review and discussion at the February meeting. The vote on amendments will take place at the March meeting and if accepted by a majority vote, the amendments shall take effect immediately.

Appendix A
HSCC To-Do Calendar

JANUARY President ByLaw Committee	ByLaws (Article VIII) Proposed changes readied for review and assembles ByLaw Committee Provided copies of proposed changes and advised of deadlines
FEBRURARY ByLaw Committee President	ByLaws (Article VIII) Submits proposed ByLaw changes to BOD Presents recommended ByLaw changes to members for review & discussion
MARCH Monthly Meeting	ByLaws (Article VIII) Votes on proposed Amendments to ByLaws
APRIL BOD BOD	1-Nominating Committee (Article II.1), 2-Dues Review(Article II.5) As the nominating committee, recommend the upcoming year's slate of Officers Annual review of membership dues

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Monthly Meeting	Present any proposed changes of dues to members
MAY Voting (Article V.3) Monthly Meeting	1-Officer Nominations May-July (Article V.1), 2-Dues(Article II.5) 3. Nominations for slate of officers accepted (Floor & Nominating Committee) Votes on any proposed changes to membership dues
JUNE Monthly Meeting	Officer Nominations (Article II.1) Nominations for slate of officers continues
JULY V.3) Secretary	Officer Voting (Article III.1) Elections (Article V.2 Voting (Article V.3) If 2 or more members running for a position, Prepares a ballot
President Monthly Meeting	If Ballot—Appoint ballot counters Election of officers held and announced
AUGUST President Treasurer	1-Officer Installation (Article IV.1) 2-Payment of Dues (Article II.6) Chairs officer installation Receives dues payments for upcoming year, reminds members of dues, deadline
Monthly Meeting	Installation of new officers; members notified of annual dues, effective Sept 1st
SEPTEMBER Duties (Article IV.1) President Treasurer	Dues Sept 1 (Article II. 6) Internal Audit, (Article VI.2) Treasurer Reviews records with incoming President (Article IV. 1) Internal Audit every 4 years (2019, 2023, etc). Updates band signature card Files any necessary state and/or federal forms related to charitable organization
NOVEMBER ByLaw changes Vice President Monthly Meeting	1. Event Planning (Article III.4) 2. Begin collection of proposed Conducts the calendar event planning for upcoming year Event planning at general monthly meeting Begin discussion of potential changes to ByLaw for upcoming year