

PACIFIC NORTHWEST CAMARO CLUB CONSTITUTION AND BY-LAWS

Revised 03/07/2021

Adopted 05/29/2021

I. Name and Purpose

1. The name of this organization will be "Pacific Northwest Camaro Club" with the acronym of "PNWCC." It will be incorporated under the provisions of the non-profit corporation code of the state of Washington.
2. The purpose of this organization will be:
 - a) To promote the preservation, enjoyment, and restoration or modification of Camaros of all years.
 - b) To conduct an organization for the purpose of providing for the entertainment and diversion of its members.
3. The net income and principal of this organization, in the event of dissolution, or liquidation will be applied to the Children's Hospital and Medical Center and will not work to the private benefit of, or be distributed to, any private individual or person(s).
4. Any matter not provided for in this Constitution and By-Laws will be governed in compliance with the Revised Code of Washington.

II. Members and Dues

1. Any person of good character who has submitted a properly executed application becomes a member of this organization upon payment of the appropriate dues. No person will be denied membership in the PNWCC because of age, sex, race, or religion.
2. The dues for members will be as defined in the Constitution and By-Laws.
3. Membership in the PNWCC, will terminate if a member's yearly dues are not paid by the renewal date.
4. A member may be expelled for unbecoming conduct only after a written complaint has been delivered to the President, a reasonable hearing has been allowed giving the member an opportunity to refute any charges against him or her, and the membership has voted expulsion at a general membership meeting. Upon receipt, the President and/or the Board of Directors will validate that the complaint constitutes unbecoming conduct in their view prior to proceeding with the complaint. If the complaint is determined not to constitute unbecoming conduct it will be returned to the originator with an attached explanation of the President's and/or the Board of Directors' findings. The President and/or Board of Directors will review and try to resolve any complaints to the mutual satisfaction of both the accuser and the accused, with subsequent accusation withdrawal and without referring the matter to the general membership. If the withdrawal is not forthcoming, the matter may be referred to the general membership by the President and /or Board of Directors.

5. An active member is any person or family member who has their dues paid up to date. Active members are entitled to all club privileges, including the right to hold office and, if at least 16 years old, vote. Dues for active members will be \$20.00 per year. Dues for family members will be included. A family will consist of a paid member, spouse/partner, and their dependent children through age twenty (20) residing in the same household.

III. Officers and Representatives

1. The PNWCC, at its November general membership meeting, will elect officers and representatives by a majority vote from among its members present. The Secretary and Vice-President will receive, count, and tabulate the ballots. Officers and representatives will take office at a mutually agreeable time between the November election and the next January general membership meeting, following the transition of the club's business affairs.
2. Officers will be the President, Vice President, Secretary, and Treasurer. Officers will not serve in the same office more than two (2) consecutive one (1) year terms.
3. Representative will be the Activities Director, Historian, Car Show Director(s), Webmaster, and Car Club Challenge Captain. All of which will not be restricted to the number of terms they may serve.

IV. Board of Directors

1. The Board of Directors or Board will consist of elected officers, representatives, and appointed committee members.
2. The Board will define the goals of the PNWCC.
3. The Board may appoint any representative or officer, elected initially by the entire membership to fill a position, to fill the term of any representative or officer unable to complete their term of office.
4. The following positions are entitled to vote in a PNWCC Board meeting: Vice President, Secretary, Treasurer, Activities Director, Car Show Director(s), Historian.
5. The membership will have general managerial authority over all affairs and property of the PNWCC. The Board will act with the authority of the membership in making decisions relative to the conduct of the club's business affairs. The President may, at their discretion, defer discussion and decisions to the membership. Any Board decision, which contradicts this Constitution and By-Laws, must both be approved at a general membership meeting by the membership prior to implementation and be accompanied by a written proposed change to the Constitution and By-Laws.
6. All expenditures will be within the annual budget as prepared by the Treasurer and approved by the membership. Any expenditure not within the annual budget will be approved in advance at a general membership meeting by the membership. In the absence of the Treasurer, the President may pay approved items as required.

V. Duties of Officers, Directors, and Representatives

1. **The President** will preside at all general membership and Board meetings. The President will not have the right to vote at a general membership or Board meeting except:
 - in the even of a tie; or
 - on a motion to amend the constitution and By-Laws; or
 - at an election of officers and/or club chairpersons.The President will appoint such committee members as they may deem appropriate. In addition, the President will be responsible for providing an agenda for general membership and Board meetings, keeping contact with other clubs, and providing a "President's Page" to the club newsletter. The President will support officers and representatives in completing the goals of the PNWCC.
2. **The Vice President** will perform the duties of the President in the latter's absence. The Vice President will perform any other duties the President deems necessary. The Vice President will edit and publish the club newsletter with input from the general membership and other members of the Board and will sign-in members at a general membership and Board meetings. The Vice President will help the President support officers and representative in completing the goals of the PNWCC.
3. **The Secretary** will record minutes of all Board and general membership meetings for permanent club records. The general membership meeting minutes will be published in the newsletter. The Secretary will process all membership applications, maintain the master membership list and mailing lists, route mail, and send out renewal notices, membership cards, and applications.
4. **The Treasurer** will collect and disburse all funds of the PNWCC. On disbursements, the Treasurer will ensure that club checks are made out to a specific named individual, business, or group receiving the funds and not to a blank recipient, "cash", "for deposit only", or any other such generic entity. Two (2) signatures will be required on checks drawn on the club checking account. The President, Vice President, Secretary, or Treasurer may sign these checks, except when the check is made out to one of them. In this case, two (2) of the other remaining authorized individuals must sign the check. At the end of each year, the outgoing and incoming Treasurers will coordinate to prepare a budget for the next year and present it for approval at the January general membership meeting. The Treasurer will render monthly reports both at the Board and general membership meetings. The Treasurer will file the necessary tax statements as required by law for the year they are in office. The Treasurer will purchase or serve as the central approval authority for the delegated purchase of, all club supplies such as stationary, postage, or any such items the club purchases.
5. **The Activities Director** will serve as a focal point for the organization of club events and activities. A budget for each activity, if involving club funds in any manner, will be submitted to the Board for approval of the event, regardless of the amount, no later than the last Board meeting prior to the activity. In addition, the Activities Director will ensure that a report on each event involving the PNWCC membership is provided to the club newsletter. The Activities direct may appoint Event Coordinators to assist in any event. The Activities Director will not be restricted to the number of terms that a person may hold office.

6. **The Club Historian** will have custody of all archives of the PNWCC. The Historian will put together photos and fliers of club events to keep a recorded journal of such events. This position will not be restricted to the number of terms that a person may hold office.
7. The **Car Show Director(s)** will be responsible for all of the activities required to host the car show. This includes planning, preparation, lead the day of show events, and post show activities. A Car Show Director will be assigned for each major car show that the club hosts. Activities may vary depending on what is required for each show but in general the director will be responsible for ordering awards and trophies, distribution of event fliers, contacting local media for advertising and documenting the results of the show including number of participants, finances, and collecting comments. The Show Director may appoint Show Staff to assist in the successful running of the show. This position will not be restricted to the number of terms that a person may hold office.
8. **The Webmaster** is responsible for maintaining and updating the club's webpage. This position will not be restricted to the number of terms that a person may hold office.
9. **The Car Club Challenge Captain** serves as the club's information source on how Team GM is doing in the Car Club Challenge. The Car Club Challenge Captain will report any changes in the schedule as well. This position will not be restricted to the number of terms that a person may hold office but should be someone who is actively taking part at each CCC event.

VI. Club Policy

1. The name of the Pacific Northwest Camaro Club, PNWCC, or any subdivision thereof, will not be associated with any commercial enterprise in a manner implying sponsorship of the Pacific Northwest Camaro Club without the written permission of the Board.
2. A guest or visitor may attend one (1) event and/or three (3) general membership meetings. After that, he/she must apply for membership to continue association with the PNWCC.

VII. Social Media

The PNWCC maintains a presence on various social media platforms. Two groups will be targeted:

1. Group 1 For Camaro enthusiasts to post and chat with like-minded individuals about the Chevrolet Camaro. There is no membership required or implied in the club to belong to Group 1 social media platforms
2. Group 2 - For "dues paid" members of the PNWCC, to meet and exchange ideas and questions about the Chevrolet Camaro, and to be informed of "club only" get togethers and events. Group 2 social media platform members are required to be "dues paid" members of the PNWCC.

VIII. Amendments

1. A proposed amendment to this Constitution and By-Laws will be signed and submitted in writing to the President or made as a motion at a general membership meeting, with a signed written copy provided to the President. It will be published in the club publication before it is voted on. It will become effective if passed by a majority at the next general membership meeting. Members who cannot attend said general membership meeting may vote on amendments by mail prior to the general membership meeting. Members who elect to vote by mail must:
 - a) Be active members in the PNWCC.
 - b) Complete a separate ballot for each voting members.
 - c) Clearly identify each amendment subject to the vote on the ballot by listed number, title, or other positive means.
 - d) Clearly mark either "For" or "Opposed" on each amendment to be voted on the ballot.
 - e) Include the title "MAIL BALLOT," their PNWCC membership number, printed name of voting member, and signature of the voting member on each ballot.
 - f) Mail the ballot(s) to the club President at the club address in time to ensure that he/she received it before the vote is taken at the general membership meeting.

2. Any mailed ballot that does not meet each and every requirement of (a) through (f) above or is not physically presented by the President to be counted at the start of the vote tabulation will be considered invalid, and therefore discounted without impact on the vote's outcome. In the event that the President cannot attend the general membership meeting to physically present the mailed ballot(s) and does not make arrangements to have them physically presented to the acting chairman of the general membership meeting, the vote will be rescheduled to a later general membership meeting.