

BY-LAWS OF THE WILLIAMSBURG BRITISH & IMPORT CAR CLUB

ARTICLE I

NAME, PURPOSE AND POLICY

Section 1. Name and Location:

The name of the club shall be Williamsburg British & Import Car Club located in Williamsburg, Virginia, hereinafter referred to as WBICC. The principal address of the WBICC is 123 Captains Lane, Newport News, VA 23602.

Section 2. Purpose: -

The purpose of the WBICC is to provide an opportunity for British & Import Car owners and enthusiasts to gather, socialize, and promote their interest in the British and Import Cars as a respectable hobby. They will share knowledge and experiences with procuring, maintaining, restoring, driving and generally enjoying British cars of all years. The WBICC will promote activities and events, which give the opportunity to promote public awareness, stimulate pride in ownership, and encourage the communication, education, and camaraderie between fellow enthusiasts.

Section 3. Logo:

The logo, as seen below, shall be a stylized wheel knockoff with the lettering WBICC in the circle and a waving British flag in the center.



Section 4. Policy: -

- A. The WBICC shall be 'NOT FOR PROFIT' and shall be allowed a reasonable amount in its treasury for operating expenses and other club activities in accordance with IRS 501 C 7. The WBICC reserves the right to have and acquire sponsors for support of all its events and activities.
- B. Club Officers, Committee Members and Members doing other Club duties are on a VOLUNTARY basis and are not monetarily compensated for by the Club.
- C. The by-laws will be periodically reviewed and updated by Club Officers and will be available to the entire club membership at any time. Any changes to the by-laws will be approved by vote of the membership.

1 of 7
ARTICLE II
MEMBERSHIP

Section 1. Membership:

- A. Membership can be a Family Group or an Individual.**
- B. Each Membership will have one vote in all matters requiring votes.**
- C. The Officers of the WBICC will deal with any member whose behavior has become disruptive or whose conduct is deemed inappropriate (illegal, morally offensive, etc.) to club membership as determined by Club Officers, and membership may be terminated (see Article III - Club Rules).**

Section 2. Dues:

- A. The Membership dues are set by the Club Officers who will inform the membership at the latest August 1 of each year. Initial memberships must be accompanied with a completed membership form received from the Membership Chair. Any member whose dues are three months delinquent will be automatically suspended until dues are brought up to date. New members who join the WBICC will pay a pro-rated amount based on the current yearly dues.**
- B. Past Presidents will be honored with a "Members for Life" membership and are not required to pay annual dues.**

ARTICLE III
CLUB RULES

Section 1. Members Conduct:

- A. Members will conduct themselves in a reasonable and orderly manner at any meeting, activity, or event representing the WBICC or while conducting Club business.**
- B. Members will comply with all Motor Vehicle laws and/or ordinances when participating in or attending any Club activity, event, or gathering. In cases of private property where motor vehicle laws do not apply, members shall operate their vehicles in a controlled and acceptable manner as warranted by crowd and conditions or dictated by persons having responsibility for said property.**
- C. Members will respect other club members, their families, vehicles and all participants including non-members at WBICC activities.**

Section 2. Monies received:

- A. All monies received by the WBICC for Club Participation, etc. at any event shall be deposited in the WBICC Account in a licensed commercial bank known to the membership in an account that may or may not accrue interest. Exceptions may be made to donate all or part of said monies to worthy causes at the event, if a motion requesting the exception is passed at a regular membership meeting held prior to the event. No more than thirty-five (35) percent of the annual total revenues to the WBICC can come from sources other than membership dues.**

Section 3. Violations:

- A. Violation of the above rules may result in a verbal or written warning, or termination of membership. Once membership has been revoked, that person will not be eligible to ever rejoin the Williamsburg British & Import Car Club. The level of punishment is to be determined by the current Club Officers with consideration being given to severity of infraction and number of prior offenses. Punishment may be appealed in writing by the member within ten (10) calendars, days of notice of termination. Appeals will be reviewed and considered by all Club Officers. Decision of appeal, if exercised, is final.

**ARTICLE IV
MEETINGS**

Section 1. Location:

Meetings shall be held on the 4th Tuesday of each month at a hosting facility that has been selected by the Club President. A change of the date of monthly meetings can occur due to holidays and or inclement weather. This change could be implemented by the President or by Membership vote.

Section 2. Club Officers Duties:

The Club President or his/her designate shall preside over all WBICC meetings. Club Officers present at each meeting shall maintain order at the meetings and ensure that meeting minutes are taken.

**ARTICLE V
CLUB CONTROL**

Section 1. Power Vested in the Club:

The control of the club shall be vested in its members.

Section 2. Voting:

Any eligible member may make a motion, and then it must be seconded by another member before it can be opened for general discussion by the members present. A "Call The Question" motion or no additional discussion would present the motion for a vote. A majority vote of eligible members attending the meeting will be necessary for a motion to pass.

**ARTICLE VI
FILLING POSITIONS OF OFFICERS AND NON-ELECTED OFFICERS**

Overview of selection and general responsibilities of the elected officers. The officers and their specific duties are described in Article VII— Duties.

Section 1. Election Timing:

Elections will be held annually at the Club's September meeting. Each position will be held for a three-year term. To assist with continuity for the club, officer elections will be rotated with the President to be elected in the first designated year, the Vice President and Treasurer are elected in

the second year and the Secretary be elected in the third year starting with the President in 2019. The new officers will assume their positions immediately. The out-going officers will turn over all club materials to the respective new officer.

Section 2. Eligibility, Limits, and Loss:

- A. Eligibility will be limited to members whose dues are current prior to elections.
- B. Officers may hold the same office for more than one term.
- C. In the event of the loss of an Officer who cannot fulfill an entire term, the officers will appoint a replacement from the existing membership to fill that position until the next election term and will bring that appointment before the Club Membership for approval.

Section 3. Decisions and Backup Responsibility:

- A. Officers will meet throughout the year as needed to discuss club business, events, etc. For any officer decision, including but not limited to, event scheduling, disputes, etc., the majority vote of the officers will stand as the final decision.
- B. All Officers will have a continuity PDF file submitted to the four elected Officers on an annual basis. This set of files will contain at a minimum of Points of Contacts, decisions made, general information on their position and anything else that would allow knowledge and Club business continuation for someone appointed to their position in the event of a catastrophic loss of one of the Officers.

Section 4. Appointment of Non-Elected Officers:

- A. Non-Elected positions will be filled by members selected by the President and appointed by the membership for the time period they are willing to maintain that position. Their commitment to continue another year will be announced at the September meeting.

**ARTICLE VII
OFFICER DUTIES AND RESPONSIBILITY**

Section 1. President:

- 1. Oversee and administer the activities of the club.
- 2. Oversee the duties of the other officers.
- 3. Be responsible for all awards, trophies, and presentations as voted on by all club officers.
- 4. Preside over all club functions and maintain order.
- 5. Appoint additional officers/committee members/chairmen as needed.

Section 2. Vice-President:

- 1. Assist the President as needed.
- 2. Preside over meetings and other events should the President be unavailable.
- 3. Help maintain order at all club functions.
- 4. Substitute for the Secretary taking meeting minutes should the secretary be absent.

Section 3. Secretary:

1. Help maintain order at all club functions.
2. Handle club correspondence.
3. Help schedule club events.
4. Maintain the club by-laws.
5. Take notes at the monthly meeting for generating the monthly minutes.

Section 4. Treasurer:

1. Maintain club financial records.
2. Help maintain order at club functions.
3. Tally all monies collected at meetings, shows, raffles, such as dues, entry fees, etc. and make bank deposits as necessary.
4. Provide a financial statement to the club membership quarterly and notify other officers of any trends that may be cause for concern to the club.
5. Fill out 990 EZ form for the IRS annually.
6. The Treasurer and one other officer designated by the President shall have the authority to individually sign checks drawn on the Club funds.

Section 5. Membership Chairman:

1. Receive registrations of both new and current members. Rosters of the membership shall be distributed to the membership no less than once per year, and be updated with new or current members as needed.
2. Maintain an up-to-date roster of current, paid-up members.
3. Order and delivers the individual name tags for new members, a maximum of 2 per family.
4. Notify member whose dues are delinquent three months and automatically suspend said member after four months until dues are brought up to date.

Section 6. Web Master:

1. Maintain the club's web site (<http://www.wmbgbrit.com>)
2. Update pictures, articles, show information in a timely manner.
3. Tally monthly visits on the web site for a report to the membership on a monthly basis.
4. Coordinate with the Membership Chair and Treasurer for site links to pay for membership dues.
5. Coordinate with appointed car show chairman for registration and entry fees for the WBICC Annual Car Show.

Section 7. Car Show Chairman:

1. Suggest a date to the membership for the car show. Execute the date when approved by the membership.
2. Select a Marquee vehicle for the show and gain approval from the membership.
3. Conduct coordination Meetings with key personal to include, but not limited to;
 - a. All WBICC Officers
 - b. Sponsors
 - c. Charity Leadership

- d. Any interested *WBICC* Members.
- 4. Establish a location for the car show with membership approval.
- 5. Be Point of Contact (POC) for the car show.
- 6. Coordinate the field layout for the show.
- 7. Coordinate sponsorship as required.
- 8. Be responsible for selecting members to conduct the Registration and Advertisement duties.
- 9. Be responsible for development of fliers, posters, awards, trophies, and programs.
- 10. Be responsible for the execution of the car show including setup, running, and tear down.

ARTICLE VIII COMMITTEES

- A: Committees will be formed throughout the year to run various club activities. These committees usually include, but are not limited to, volunteer club members who have an interest in or knowledge of the activity for which that committee was formed.**
- B: Committee members will meet as needed to discuss activity or event issues. As with the officers, a majority vote of the committee shall stand in settling disputes, rescheduling of events, activities during the events, and rules for the events that do not override the Club Membership Rules stated herein. That final decision shall then be presented to the club officers for authorization.**
- C: Financial decisions shall not be enacted until voted upon and passed by club officers.**
- D: In the event of the loss of a committee member who cannot fulfill their duties, committee members will ask for a volunteer to fill that position.**

ARTICLE IX CLUB PROPERTY

- A: All club equipment, papers, pictures, records, etc. shall remain the property of The Williamsburg British & Import Car Club, and be inventoried annually. Current inventory attached. See Appendix A**
- B: All club membership records shall be held confidential and accessible only to the club officers. Requests for said information must be made directly to a club officer and will not be released without approval of the member involved.**

ARTICLE X PERSONAL LIABILITY

All persons or corporations extending credit to, contracting with, or having any claim against the club or any of the officers in their official capacity for the *WBICC* shall look only to the funds and property of the club for payment, for any such contract or claim for payment of any debt, damage, judgment or any other money that otherwise becomes due or payable to them from the club, so

that neither the members of the club, nor its officers (past, present or future) shall be liable personally thereof.

**ARTICLE XI
ORGANIZATIONAL LIABILITY**

The club shall not be held liable for any loss or damage due to fire, theft, weather, vandalism, or accidents at any function that the club attends or hosts.

**ARTICLE XII
DISSOLUTION**

The Club may be dissolved by a majority vote of all members voting in person or by proxy. Members will be given at least one month's notice prior to a dissolution vote. If dissolved, all Club assets shall be sold for a fair market value and all resulting funds shall be equally distributed among all club memberships. Any donated assets shall be returned to the donor if at all possible.

These by-laws have been adopted by the appointed officers, voted on by the membership of the Williamsburg British & Import Car Club, and are effective February 2023.

Signed,

Vice President & Secretary, Williamsburg British & Import Car Club

