

Sunburst Corvette Club

By-Laws



Approved August 2024
(Supersedes all previously dated versions)

ARTICLE 1 Name and Purpose

Section 1. This club shall be known as Sunburst Corvette Club, (Club).

Section 2. The general purpose of the Club shall be to provide opportunities for planned trips, flash drives, and activities for members of the Club, to provide and regulate events and exhibitions for Corvette owners, provide education on the history, evolution, and maintenance of the Corvette, encourage Corvette ownership and careful and skillful driving.

Section 3. The Club is organized as a not-for-profit organization in the State of Illinois according to the Illinois General Not for Profit Corporation Act with a fiscal year commencing January 1 and ending December 31.

ARTICLE 2 Membership and Dues

Section 1. Membership in the Club shall be granted only to owners or principal operators of Corvettes who are at least 18 years of age at the time of original application for membership as listed in Article 2, Section 4. Any exceptions to this requirement must be approved by the Board of Directors. Full membership privileges shall also be available to members' spouse/companion who are at least 18 years of age.

Section 2. All members and spouse/companion members of the Club shall be members of the National Council of Corvette Clubs (N.C.C.C.).

Section 3. Applicants must complete a Club and N.C.C.C. membership applications and pay applicable membership dues as described in Article 2, Section 5.

Section 4. Classes of Membership shall be as follows:

Active: Any person duly accepted as provided in Article 2, Section 1 and having paid such annual dues and fees as required in Article 2, Section 2, and Article 2, Section 3.

Charter: All active members who paid their first-year dues on or before October 1, 1977.

Section 5. Club membership dues are comprised of two portions: a Club portion and a National Council of Corvette Clubs (N.C.C.C.) portion. Membership dues for the Sunburst portion shall be as set by the board no later than the September membership meeting.

N.C.C.C. dues are established by N.C.C.C. and any modifications to the dues structure are outside the scope of these By-Laws. The current N.C.C.C. membership dues must

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be paid by each member of the Club to have an active membership status.

Membership dues for new members joining after September 1 shall be for membership for the year remaining plus the next fiscal year. No monies will be refunded on termination of membership.

Section 6. Active members are entitled to all Club privileges, except new members shall not be able to hold an elected office in the Club during their first 3 months of membership.

Section 7. Membership will automatically lapse for non-payment of dues past the beginning of the Club's fiscal year (January 1).

Section 8. If any member shall willfully refuse or neglect to comply with these By-Laws, Code of Conduct, or shall be guilty of any conduct contrary to the purpose of the Club as provided in Article 1, Section 2, said member shall be liable to disciplinary action up to and including expulsion.

Section 9. Any member may be expelled for conduct as provided in Article 2, Section 8. However, before such action is taken, the member must be notified of the complaint and the member must submit in writing AND in person his/her position on any charge of which the complaining member is concerned. The board will notify the members in writing and both parties will be invited to the board meeting to discuss their sides of the complaint. The failure of a member to promptly respond to such an invitation will result in the Board discussing and deciding the issue without said member's input. The Board will discuss the matter in closed session and the Board of Directors will vote to determine the appropriate action to be taken by simple majority, which may result in immediate expulsion from the Club in accordance with Club By-Laws Article 2, Section 7; or such other actions as the Board deems appropriate. The Board will notify both members in writing of the Board's decision.

Expelled club member and spouse/companion rights, privileges, and access will immediately be revoked and/or discontinued on communication of Board decision to expel.

The Board will notify the general membership of a complaint of violation of the Code of Conduct and/or By-Laws and how the issue was resolved at a level of detail appropriate with the type of complaint or violation.

Section 10. Any member may resign by directing a letter of resignation to the Club Secretary. His/her resignation shall be effective on receipt, provided all indebtedness to the Club is paid. Any Club property in the possession of the member upon resignation must be returned within thirty calendar days of resignation. Club rights, privileges, and access for the member and member's spouse/companion will immediately be revoked and/or discontinued on receipt of resignation.

Section 11. The Club will pay the outgoing President's Club Membership Dues for the next year in recognition of service. The outgoing President is responsible for paying his/her N.C.C.C. membership dues.

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Section 12. Any creative content provided to the Club in physical or digital form is given with an implied perpetual, unlimited right for the Club to use said content with absolutely no recourse (financial or otherwise) available to the original content submitter at the time of submission or thereafter unless the original content submitter specifically requests otherwise at the time the creative content is submitted to the Club.

The Board reserves the right to review, revise, reject or suggest modification to any creative content associated with the Club.

ARTICLE 3

Board of Directors

Section 1. The Board of Directors shall be composed of the five (5) or six (6) General officers of the Club per Article 4, Section 1.

Section 2. Without regard to membership classification, a spouse or companion of the same relationship or domicile shall not serve at the same time on the Board. (Only one person from a couple can be an active board member). Active members with less than three months membership are not eligible to hold board positions.

Section 3. Board members may be re-elected, except the Past President. There is no limit on the number of terms that a board member may serve.

Section 4. Any vacancy occurring shall be filled by Board of Directors appointment and ratified by General Membership majority vote at the next membership meeting. Such person(s) to fill such vacancies shall only serve until the next annual election.

Section 5. Should any Board member engage in behavior(s) as described in Article 2, Section 7, Article 2, Section 8, Article 2, Section 9, or Article 2, Section 10 the remaining Board members will declare his/her office vacant and appoint a replacement to serve the duration of the term per Article 3 Section 4.

Section 6. Board Meetings. The Board of Directors shall meet monthly to review current matters pertaining to the operation of the Club. Only Board Members are eligible to vote at Board Meeting and on matters pertaining to the operation of the Club, The Board meeting schedule is every month with the day set by the board, except as amended. Board meetings may be attended by all active members. Minutes of each Board meeting shall be documented by the Secretary.

Section 7. At all Board meetings, 51% of the Board Members must be present to constitute a quorum, defined as the number (as a majority) of members of a body that when duly assembled is (legally) competent to transact business.

ARTICLE 4

Officers

Section 1. The general officers shall be a President; a Vice President; a Secretary; a Treasurer; and an N.C.C.C Governor elected by a majority vote of the active membership; and a Past President if he/she is not a spouse/companion of an active Board Member and is willing

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to serve.

Section 2. All officers shall enter upon their official duties on the first day of January and shall serve for a term of one (1) year, or until their successors shall be duly appointed or elected and qualified. They may be elected to successive terms with no term limit per Article 3 Section 3. The Past President shall not be elected and will serve one term.

Section 3. The duties of the officers shall be as follows:

- a. The President shall be the executive officer and shall preside over all meetings of the Club and of the Board of Directors. He/she shall be an ex-officio member of all standing and special committees. He/she shall perform such other duties as usually pertain to that office of the President. He/she may call special meetings of the Board or members. He/she shall be authorized to sign all checks. He/she shall be a member of the Club for a minimum of two years before being elected.
- b. The Vice President, in the absence of the President, shall assume the following duties: preside at all meetings of the Club and the Board of Directors; perform such other duties as usually pertain to that office of President; or may be assigned him/her by the President; appoint members to certain standing Committees as provided in Article 9. He/she shall be authorized to sign all checks.
- c. The Secretary shall securely keep the records and minutes of the regular and Board meetings of the Club. He/she shall be authorized to sign all checks. He/she shall ensure all notices of Membership and Board meetings are communicated to the members.
- d. The Treasurer shall receive, collect, and have custody of all monies, debts and obligations belonging to the Club, including dues. He/she shall receive all monies of the Club and deposit them in the Club bank account(s). He/she shall make all payments of Club debts upon approval of the Board of Directors. No obligation, debt, or other liability shall be incurred by the Treasurer without the specific approval of the Board of Directors. The Treasurer shall develop the annual operating budget as provided in Article 12, Section 2, maintain financial records, and shall give a report on the financial status of the Club at regular Club meetings and, if so requested, at any other meeting of the Board of Directors. All contracts, drafts, notes, or other orders for payment of money shall be signed in the name of the Club by the Treasurer and approved by the President, Vice President, or Secretary.
- e. The N.C.C.C. Governor shall serve on the Board of Directors. He/she shall serve as a member of the N.C.C.C. Board of Governors representing the Club in all matters pertaining to N.C.C.C.
- f. The Past President shall be the outgoing President and be a voting member of the board. The Past President provides a carryover of experience for the board. If willing to serve, he/she may serve on the Board for one year immediately following their term as President. If unwilling to serve, the position will be vacant and not have a vote.

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ARTICLE 5 **Meetings**

- Section 1. The regular meetings of the Club shall be held on the first Thursday of the month starting in February, except as amended by the Board of Directors.
- Section 2. Special meetings may be called by a quorum of the Board Members.
- Section 3. At all meetings of the members, 51% of the active members in attendance shall constitute a majority.
- Section 4. Notice of meetings, other than the regular Club meetings as scheduled in Article 5, Section 1, stating the place, day, hour, and purpose of any meeting of the members, including special meetings, shall be given by the Secretary and sent not less than seven days before such meeting to the member. To reduce the administrative burden on the Secretary, the Board of Directors may share the responsibility of providing this notice. Providing notice to members via either the current telephone or e-mail address on file in the membership records is deemed sufficient for this purpose.
- Section 5. Regular meeting site or any change of the regular meeting site must be approved by a majority of the Board of Directors. At the next regular Club meeting, any permanent changes must be approved by 51% of active members present and voting.

ARTICLE 6 **Nomination and Election of Board** **Members/Officers**

- Section 1. The President shall appoint a nominating committee consisting of three (3) active members.
- Section 2. This committee shall prepare a slate of eligible nominees for pending elections and present this slate to the members at the regular Club meeting in November. Nominations may also be made from the floor. Nominations from the floor will be added to the slate of candidates at this time.
- Section 3. Directors/ Officers shall be elected by a plurality, defined as an excess of votes over those cast for an opposing candidate, of those members present and voting, including absentee ballots.
- Section 4. The election of the Board of Directors/ Officers shall be held during the regular Club meeting of the month of December.
- Section 6. Any member who has renewed his/her membership and paid his/her membership dues for the subsequent year prior to December 1 of each year shall be eligible to cast a vote for the board members/officers to be elected for the following calendar year.

ARTICLE 7 **Absentee Ballots**

Absentee ballots shall be allowed for the election of members of the Board of Directors/Officers and for changes and amendments to the By-Laws. The member must request an absentee ballot

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from the chairperson of the nominating committee and that absentee ballot must be received prior to voting.

ARTICLE 8

Amendments

The By-Laws may be amended by a two-thirds vote of members present and voting at any regular meeting of the Club, provided that notice of the proposed amendment has been given in writing and reviewed at a previous meeting.

ARTICLE 9

Appointment of Committees and Club Activities

Section 1. The President shall appoint such committees, in support of the stated purpose of the Club as defined in Article 1, Section 2, as he/she finds desirable from time to time and shall outline the duties and responsibilities of such committees. All reports or actions taken by a committee must be voted by a majority of the entire committee.

Section 2. The activities of the Club shall consist of planned trips, social gatherings, and events for active members as planned by Club committees and other members appointed by them. Each separate activity shall require approval by majority vote by the Board to avoid conflict with other planned events. Members may participate in any or all planned activities as their personal schedule allows.

Section 3. Spontaneous events, commonly called "Flash Drives" may be planned and communicated to all members and do not require Board approval.

ARTICLE 10

Charitable Contributions

Section 1. Recipients of monetary charitable contributions shall be limited to local Chicago-land chapters of 501 (c) (3) recognized charitable associations.

Section 2. Recipients of monetary charitable contributions shall be limited to 501(c)(3) recognized charitable organizations.

- A. No more than a total of five charities will be selected to be recipients of the Club's "excess funds."
- B. Of the selected charities, no more than One "National" charity will be selected to be beneficiaries of the Club's excess funds.
- C. No one charity can be the beneficiary of the Club's excess funds for more than two consecutive years.

Section 3. Requests for monetary charitable donations shall be presented to the Board of Directors for qualification. With a majority vote, the Board of Directors shall qualify such requests according to the precepts outlined in Article 10, Section 1. If the request is qualified, the Club treasurer shall advise the Board of Directors on the Club's availability of funds. If the request is deemed qualified and affordable by the Board, it will be presented to the membership at the next scheduled regular meeting and must be approved by 51% of the active members present and voting.

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ARTICLE 11 **Non-charitable Contributions**

A particular event and/or the monies earned from such event may be designated, with Board and membership approval, to benefit organizations not deemed qualified and affordable according to the process outlined in Article 10, Section 2.

ARTICLE 12 **Fiscal Year and Fiscal Responsibility**

Section 1. The fiscal year of the Club shall be from January 1 to December 31.

Section 2. An annual operating budget for the Club shall be developed by the Treasurer, approved by the Board of Directors, and presented to the membership at the February regular Club meeting. The operating budget should detail expected annual income and expenses for the Club. The budget shall be balanced such that expenses may not exceed income on an annualized basis. However, due to the monthly timing of income and expenses, there may be certain months where income exceeds expenses (surplus) and vice-versa (deficit). The Treasurer shall be responsible for tracking income and expenses to ensure the approved operating budget shall be adhered to. Any situations that may arise that are projected to result in an annual deficit will require specific approval of the Board of Directors.

ARTICLE 13 **Personal Liability**

All persons or corporations extending credit to, contracting with, or having any claim against the Club or the Board of Directors shall look only to the funds and property of the Club for payment of any such contract or claim or for payment of any debt, damage, judgment, or decree, or any other money that may otherwise become due or payable to them from the Club or the Board of Directors, so that neither the members of the Club, the Board of Directors, present or future, shall be liable personally thereafter.

ARTICLE 14 **Parliamentary Authority**

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Club in all cases to which they are applicable, including all Club meetings, and in which they are not inconsistent with these By-Laws, Code of Conduct, and any special rules of order the Club may adopt.