

VIPER CLUB OF AMERICA

WASHINGTON STATE  
REGION

BY-LAWS

Rev Date 2/1/05

# VIPER CLUB OF AMERICA

## WASHINGTON STATE REGION

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### ARTICLE I - NAME

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The name of this organization is Viper Club of America, Washington State Region ("Club").

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### ARTICLE II - PURPOSE

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The purpose of this Club shall be:

- 1) To encourage and promote the admiration for and ownership, care and maintenance with safe and courteous operation of the VIPER automobile.
- 2) To serve as a medium of exchange of ideas, information and parts for owners of the VIPER, to aid in preserving these automobiles.
- 3) To provide an organization for Club members to meet, socialize and maintain the spirit of good fellowship and to participate in activities including the use of their VIPER.
- 4) To further the interest of owners and drivers of VIPERS and to promote the safety and enjoyment of motoring in all phases.
- 5) To operate in the State of Washington within the scope of the laws of this state.
- 6) The Club shall be a non-profit organization.
- 7) The Club shall non-discriminatory.

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### ARTICLE III - MEMBERSHIP

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#### ACTIVE MEMBERSHIP

An individual and a significant other at least 18 years of age paying one membership fee, listed with the National Business Office (currently JR Thompson Company). Membership shall be limited to current owners of a Dodge Viper which includes (but not limited to) disclosing the VIN or VON number as confirmation of ownership. At times, Confirmation of ownership may be requested. This request may be secured by offering a copy of title, and/or registration of the member's vehicle. Both shall be entitled to participate in all activities including voting and holding executive office.

### **HONORARY MEMBERSHIP**

An honorary member shall be an individual whose particular efforts on behalf of the VIPER club is exceptional and noteworthy. Honorary membership may be conferred on a person by the executive committee for such period as it chooses. An honorary member and their significant other shall be entitled to participate in all activities, including voting and holding executive office.

### **ASSOCIATE MEMBERSHIP**

One who pays the club a fee as determined by that club for the club's Newsletter. Members of one club may be Associate Members of other clubs at the discretion of the club. Associate Members may be invited to events as observers. Associate Members are granted privileges at the discretion of the club and the executive committee. People desiring to be an associate member must be nominated by an active member and approved annually by the executive committee.

Active members, honorary members and associate members are hereby referred to as members.

### **DUES**

Active member's annual membership dues are set by the VCA National board and are collected by them with a portion of each member's dues returned to the Region. Ongoing dues are due to National each January 1 for the following year.

Associate member's annual membership dues are determined annually by the executive committee.

### **MEMBERSHIP STATUS**

1. Members must be in possession of the minimum public liability and property damage insurance required by the State of Washington or meet the requirements of financial responsibility as determined by the State of Washington whenever they use their vehicle in a club event.
2. Members shall abide by local traffic laws and ordinances and the rules defined for club events.
3. A member, who desires to sponsor a club event that may require financial participation by the club, must obtain approval from the President prior to committing the club.
4. The executive officers, namely the President, Vice-President, Secretary, Treasurer, Web master, Newsletter editor, and up to four Directors are hereby granted the exclusive power and discretion to reject application or abolish the membership of any person. Such action shall be taken by this executive panel as a group

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#### **ARTICLE IV - OFFICERS**

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1. The executive officers will be President, Vice President, Secretary, Treasurer, Web master, Newsletter editor, and up to four directors. Only the President, Vice President, Secretary & Treasurer will be able to vote in National elections.
2. An officer must be an active or honorary member or their significant other in good standing.
3. Nomination for officers shall be made at the spring business meeting and elections shall be held at the fall business meeting of every other year. Officer's term of office shall be for two years starting the following January 1<sup>st</sup>. No one shall serve in any one position for more than six consecutive years with the exception of Web Master and Newsletter editor.
4. Vacancy in office shall be filled for the remainder of the term by the nomination and vote of the members at the next business meeting with the exception of the President, whose remaining term shall be filled by the Vice President. Office vacancies may be temporarily filled by a vote of the remaining executive officers until a full club vote at the next business meeting. Whether to temporarily fill vacant positions is at the discretion of the president.

#### **DUTIES OF THE PRESIDENT**

The duties of the President shall be:

1. To issue the call for all regular and special meetings.
2. To preside over all meetings.
3. To schedule regular elections and insure that they are held in accordance with the by-laws.
4. To delegate authority and responsibility as necessary to accomplish the purpose of the Club.
5. To implement, administer and explain the policies of the executive panel.
6. To act as Ex-Officio member of all committees.
7. To represent the Club at national VCA meeting(s).
8. To assign the duties of the Directors.
9. To appoint any and all committees necessary to conduct the business of the Club.

### **DUTIES OF THE VICE PRESIDENT**

The duties of the Vice President shall be:

1. To perform, in the absence of the President, all of the duties of the President.
2. To be chairman of the program committee, in that he/she shall plan the activities of the Club in conjunction with the committee.
3. Will become President if current President resigns or cannot fulfill the duties of office for any reason.
4. To provide a link to adjoining viper clubs for the purpose of combining events and to expand participation.

### **DUTIES OF THE SECRETARY**

The duties of the Secretary shall be:

1. To record and maintain the minutes of the meetings.
2. To supervise all records of the club.
3. To perform such other duties that, from time to time, may be specifically assigned to him or her by the President.

### **DUTIES OF THE TREASURER / MEMBERSHIP CHAIRMAN**

The duties of the Treasurer / Membership Chairman shall be:

1. To deposit and record dues and any other income of the Club.
2. To disburse and record all expenditures of the club.
3. To handle all incoming mail.
4. To make regular reports of the Club's financial condition and a yearly report to the national VCA.
5. To perform such other duties that, from time to time may be specifically assigned to him or her by the President.
6. To get executive committee approval for expenditures over \$250 per event.
7. To take a lead role in expanding membership.
8. To update incorporation information yearly.
9. To file IRS tax paperwork yearly.

#### **DUTIES OF THE WEB MASTER**

The duties of the Web Master shall be:

1. To maintain the local club's web site.
2. To back up the web site.
3. To regularly keep the events section up to date.
4. To provide pages for the newsletter.

This office may be combined and filled by another club officer. (Example: Vice President and Web Master could be the same person) When another club officer fills this office, the person filling both positions is only allowed 1 vote on executive decisions.

#### **DUTIES OF THE NEWSLETTER EDITOR**

The duties of the Newsletter editor shall be:

1. To publish the accounts and goings on of past and future events of the Club.
2. To generate a newsletter quarterly.

This office may be combined and filled by another club officer. (Example: Vice President and Newsletter editor could be the same person) When another club officer fills this office, the person filling both positions is only allowed 1 vote on executive decisions.

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#### **ARTICLE V – MEETINGS**

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1. The President shall designate the time and place of meetings.
2. Notification of all meetings shall be given to each member in good standing prior to the meeting. Posting of meeting notices on the club's web site or email shall constitute notification.
3. At all business or special meetings, the active and honorary members and their significant others in good standing who are in attendance shall constitute a quorum for the transaction of business.
4. All Club business will be approved or rejected on the basis of a majority of votes cast by the active and honorary members and their significant others present at any scheduled Club meeting.
5. All meetings shall be conducted in accordance with Robert's Rules of Order of Business.

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**ARTICLE VI – AMENDMENTS TO BY-LAWS**

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These by-laws may be altered, amended or replaced by a two-thirds vote of the active and honorary members and their significant others voting at any business meeting. Provided however, that such alteration, amendment or replacement shall be made available to the membership in advance.

<i>ADOPTED THIS _____ DAY OF _____, <u>2005</u>.</i>	
<hr/> <i>PRESIDENT</i>	<hr/> <i>VICE PRESIDENT</i>
<hr/> <i>SECRETARY</i>	<hr/> <i>TREASURER</i>
<hr/> <i>WEB MASTER</i>	<hr/> <i>NEWSLETTER EDITOR</i>