



# SBR•SCCA



## **South Bend Region, Sports Car Club of America, Inc.**

*Revised Bylaws, Adopted August 2, 2022*

### **ARTICLE I**

#### **NAME, PURPOSE, AND EMBLEM**

##### **Section 1. Name**

The name of the Club shall be SOUTH BEND REGION, SPORTS CAR CLUB OF AMERICA, INC., hereinafter referred to as the Club.

##### **Section 2. Purpose**

The Club shall be a not-for-profit organization to encourage the preservation, ownership, and operation of sports cars; to provide and regulate events and exhibitions for sports cars and their owners; to act as a source of technical information; to encourage safe and skillful driving on public highways; to help enforce the rules and regulations covering all activities, as set forth by the Sports Car Club of America, Inc. (SCCA) within the South Bend Region; and to own real and personal property as incidental to the foregoing purposes.

##### **Section 3. Emblem**

The emblem shall be the design of a steering wheel, inscribed SOUTH BEND REGION - SCCA.

### **ARTICLE II**

#### **MEMBERSHIP AND DUES**

##### **Section 1. Membership**

Membership in this club shall be restricted to members of the Sports Car Club of America (SCCA) who reside in the geographical area designated by the SCCA as the South Bend Region, and such additional persons who may be properly accepted as members of this Region.

##### **Section 2. Classes of Membership**

There shall be one class of membership, subject to the following designations:

- A. Active — any person qualified to be a member, who is duly accepted to membership, and has paid National and Regional dues as required, shall be entitled to active membership.
- B. Spouse — The spouse of an active member.
- C. Family — Immediate members of the household of an active member, including spouse and children. Children must be under age 21.
- D. Junior — An active member under age 21.
- E. Honorary — Any person who has commended himself to the Club's esteem, or who has performed an outstanding service to the Club may be elected an honorary member for one or more years, by majority vote of the members present at a regular or annual meeting.
- F. Dual — Any person who is also a member of record in another SCCA region and pays the Club dues for his/her class of membership. Dual members will have all the rights and privileges of active regular members.

### **Section 3. Privileges**

- A. Active members of every class shall be entitled to all Club privileges.
- B. Honorary members shall be entitled to all Club privileges, except that they shall not have the right to vote or hold office.

### **Section 4. Dues**

- A. Amount — The amount of the annual Club dues for each class of membership shall be established by the Board of Directors, subject to approval by majority vote of the members present at a regular or annual meeting.
- B. Payment — New members shall be required to pay both SCCA and Club dues upon acceptance of their applications. Annual dues shall be payable on this anniversary date and shall be delinquent 90 days there- after. Dual member Club dues are also payable on the anniversary date of their SCCA membership.
- C. Refunds — There shall be no refunds of Club dues.
- D. Honorary Members — Honorary Members shall not be required to pay dues.

### **Section 5. Termination of Membership**

- A. Normal — Membership not renewed by dues payment shall terminate 90 days after due

date.

- B. Reinstatement — Upon proof of payment of current SCCA and Club dues, suspended members shall be reinstated.
- C. Extraordinary — Members may be expelled for just cause, as determined by a majority of the Board of Directors to be in the best interests of the Club. Before any such action is made public, it shall be discussed with the member, and the member shall be given adequate and reasonable opportunity to present a defense.
- D. Resignation — Any member may resign by directing a letter of resignation to the Club Secretary. Such resignation shall be effective upon receipt, provided all indebtedness to the Club has been satisfied.

## **ARTICLE III**

### **MEETINGS OF MEMBERS**

#### **Section 1. Regular Meetings**

The regular monthly meetings of the members shall be at a time and place designated by the Board of Directors. The Board of Directors may reschedule a regular meeting provided the Secretary gives notice of the new time and place within twenty-one (21) days.

#### **Section 2. Annual Meeting**

The Annual Meeting shall be held at a time and place designated by the Secretary at least twenty-one (21) days in advance. The primary purpose of the Annual Meeting shall be the installation of new Club Officers and the presentation of annual awards.

#### **Section 3. Board of Directors Meetings**

The Board of Directors meetings shall be held once each month prior to the regular meeting or as deemed necessary by the Regional Executive (R.E.).

#### **Section 4. Special Meetings**

The Board of Directors may call a Special Meeting of the members at any time for any purpose they deem to be of importance, such that it cannot wait until the next regular meeting. Notice of a special meeting shall be provided to the membership five (5) days in advance.

## ARTICLE IV

### OFFICERS AND THEIR ELECTION

#### Section 1. Board of Directors

- A. Number — The Board of Directors shall consist of five (5) elected active members.
- B. Chairman - The current Regional Executive shall serve as Chairman of the Board of Directors.
- C. Duties — The corporate power of the Club shall be vested in the Board of Directors, who shall be responsible for the management and control of the business of the Club. Action by the board shall require a majority vote.
- D. Membership — The Board of Directors shall be comprised of the following:
- Regional Executive
  - Assistant Regional Executive
  - Immediate Past Regional Executive
  - Two (2) Directors at Large

Or, in the event the Regional Executive is re- elected from the preceding year, or the past Regional Executive is unable to serve:

- Regional Executive
- Assistant Regional Executive
- Three (3) Directors at Large.

E. Method of Election:

1. Nominations — Not later than the September meeting, the Board of Directors shall appoint a Nominating Committee to select and nominate candidates for the offices of Regional Executive and Director at Large, to serve for a period of one year. The Nominating Committee shall make its report at the October meeting and nominations from the floor shall be opened. An absentee ballot shall appear in the newsletter preceding the November election and must be received by the Secretary by the November meeting. At the November election meeting, nominations for Regional Executive shall close and that office elected. Nominations for Director at Large shall then close and those offices elected.
2. Election Procedure — The election of the Regional Executive shall be held first and shall require balloting as follows: In the case of ballots being divided among a number of nominees such that no one receives a majority of those voting, the nominee receiving

the least number of votes is dropped from the ballot, and a second election is held. This process of dropping the nominee with the least number of votes shall continue until one nominee receives a clear majority of those voting for the office of Regional Executive.

3. The election of the Directors at Large and Assistant Regional Executive will be held after the election of the Regional Executive from the remaining candidates. In the election the membership will vote, on one ballot, for three (3) or four (4) nominees [the exact number needed to fill the Board with five (5) members] and these ballots will be counted. All nominees receiving a majority of the membership voting are elected. If, on the first ballot, less than the number needed are elected, then balloting will continue with only those nominees remaining un- elected until a majority vote is achieved for all Directors at Large. The R.E. may facilitate the balloting process by removing from each successive ballot the nominee receiving the least number of votes.
4. The office of Assistant Regional Executive shall be filled by the candidate for the Board of Directors that receives the highest number of votes on the first ballot for the Board of Directors that elects a member to the Board of Directors. If a tie shall exist, a separate election shall be held between the tied candidates.

F. All votes shall be by secret ballot.

G. Resignations — A Director may resign at any time by filing his written resignation with the Club Secretary.

H. Vacancies — The Board of Directors by unanimous vote may fill any vacancy on the Board, except that should the position of Regional Executive become vacant, the Assistant R.E. shall succeed him. In the event that there are less than three elected Directors left on the Board, the secretary shall be directed to call a special meeting of the membership to fill the Board to its proper number of directors for the balance of the year.

I. Term of Office — The term of office shall be from Annual Meeting to Annual Meeting.

J. The Regional Executive shall be required to file Incorporation papers, non-profit tax forms, and other such legal requirements of incorporation and Charter.

## **Section 2. Other Officers**

A. After their election, the Board of Directors shall appoint the other officers of the Club, and shall announce these appointments at the annual meeting. The number, titles, and duties of the other officers shall be determined by the Board of Directors. Board members shall be permitted to hold other appointed Club offices.

B. The minimum appointed officers shall include Secretary and Treasurer. The Secretary shall

maintain accurate minutes of all regular, special, annual and Board of Directors meetings. The Treasurer shall maintain accurate financial records to be recorded monthly. The Treasurer's Report shall be available to any active member.

### **Section 3. Payment to Club Officials**

Payment to any officer, director, or member of the club will be restricted to compensation for expenses incurred in the execution of Club business.

### **Section 4. Officer Dues Reimbursement**

- A. The holders of the following positions may be awarded an honorarium equal to the full dues for a regular member (local + national) after the completion of their year of service:

National Race Worker License Holders (must work an SBR race)

Pitboard Editor (minimum of 8 issues)

Race Chair (If a SBR race event was held) Regional Executive

Solo Chair Treasurer Webmaster

- B. The following positions may be awarded an honorarium equal to 50% of full dues for a regular Member) after the completion of their year of service:

Activity Points Keeper Car Show Coordinator

Divisional Race Worker License Holders (must work an SBR race)

Secretary

Solo Chief Safety Steward

Solo Timing and Scoring Chief Solo Course Design Chief

Solo Equipment Chief Solo Trophy Chief

Such other position(s) as may deserve an honorarium in the opinion of the board of directors.

- C. A member may only receive one honorarium. If more than one position is held, the person shall receive the higher of the two honorariums where applicable.
- D. Honorariums shall not be awarded if the position is vacant or the duties are not completed to the satisfaction of the board of directors.
- E. Honorariums will only be awarded to South Bend Region members in good standing.

## **ARTICLE V**

### **ORDER OF BUSINESS**

#### **Section 1.**

The order of business at all meetings shall be as follows:

- Call to Order
- Roll Call (Optional)
- Reading and acceptance of minutes from last meeting
- Treasurer's Report
- Resumé of action by the Board of Directors
- Reports of the Officers
- Reports of Standing Committees
- Reports of Special Committees
- Unfinished Business
- New Business
- Correspondence
- Miscellaneous Adjournment

#### **Section 2.**

The presiding officer has the power at any meeting to waive the order of business with the concurrence of a majority of the active members present.

## **ARTICLE VI**

### **PARLIAMENTARY AUTHORITY**

#### **Section 1.**

The rules contained in *Roberts Rules of Order* (current edition) shall govern the club in all cases where they are applicable, and when they are consistent with the By Laws and Special Rules of the Club.

- A. Voting members of the Board of Directors shall be considered present in a valid quorum by communicating with all other board members in real-time via electronic video or voice/phone communication when unable to be physically present for quorum vote.

#### **Section 2. Publication**

Proposed bylaws revisions shall be printed in the Club publication prior to that meeting at which action is to be taken.

#### **Section 3. Action**

Action on proposed bylaws revisions shall be taken by the Board of Directors with the concurrence of a majority of the club membership present at the meeting at which they are considered for action.