

# **L.I.C.O.A. - By-Laws**

**Long Island Corvette Owners Association  
September, 2016  
Incorporates Changes from 2007, 2008, 2009 and 2015**

## **Index to Articles/Sections**

Article I. Name, Purpose, Emblem, Seal  
Section 1. The name of the corporation  
Section 2. The Purpose of this Corporation is recited in part as follows.  
Section 3. Registered office.  
Section 4. L.I.C.O.A. (emblem)  
Section 5. Governing Authority  
Article II. Membership  
Section 1. Membership Qualification  
Section 2. New member - participation requirement.  
Section 3. Existing member - participation requirement.  
Section 4. Honorary Members.  
Section 5. Classes of Membership.  
Section 5a. Active Members.  
Section 5b. Associate Members.  
Section 5c. Honorary Members.  
Section 5d. Inactive Members.  
Section 5e. Life Members.  
Section 6. Schedule of Dues  
Section 6a. Membership fees.  
Section 6b. Membership periods.  
Section 6c. New Member Dues.  
Section 7. Membership Qualification Exceptions.  
Section 7a. No longer a Corvette Owner.  
Section 7b. Military Service.  
Section 8. Membership Suspension and/or Termination.  
Section 9. Membership Resignation.  
Section 10. Additional Membership Qualifications.  
Section 11. Membership Materials.  
Article III. Meetings and Motions.  
Section 1. Board of Directors Meetings.  
Section 2. General Business Meetings.  
Section 3. Meeting Schedule Changes  
Section 4. Special Meetings.  
Section 5. Definition of a Quorum.  
Section 6. Membership Motions  
Section 6c. Secret Ballots.  
Article IV Board of Directors  
Section 5. Board of Directors - Nomination and Election  
Section 6. Board of Directors - Consecutive Terms.  
Section 7. Resignation of a Club Officer.  
Section 8. Board of Directors - Salaries  
Article V. Duties of the Officers of the Board of Directors.  
Section 1. Duties of the President.  
Section 2. Duties of the Vice President.

Section 3. Duties of the Secretary  
 Section 4. Duties of the Treasurer  
 Section 5. Duties of the Governor.  
 Article VI Appointed Positions  
 Section 1. Appointed Officers - Restrictions.  
 Section 2. Appointed Officers - Voting and Reporting  
 Section 3. Duties of the Competition Director.  
 Section 4. Duties of the Show Co-Coordinator.  
 Section 5. Duties of the Membership Chairman.  
 Section 6. Duties of the Merchandise Director.  
 Section 7. Duties of the Newsletter Editor  
 Section 8. Duties of the Club Historian.  
 Section 9. Duties of the Equipment Manager.  
 Section 10. Duties of the Internet Manager  
 Section 11. Duties of the Good and Welfare  
 Section 12. Duties of the Senior Judge  
 Article VII Activities and Events.  
 Section 1. Type of Activities.  
 Section 2. Definition of L.I.C.O.A. function.  
 Section 3. Activities - Type and Frequency  
 Section 4. Additional Events.  
 Article VIII. Fiscal  
 Article IX. Liability  
 Article X Competitive Events and Club Point System  
 Section 1. Event Supervision  
 Section 2. Workers List.  
 Section 3. Winners List.  
 Section 4. Event Summary.  
 Section 5. Unavoidable Event Cancellation.  
 Section 6. Multiple Entries.  
 Section 7. Club Event Recognition System  
 Section 8. Distribution of Event Credits.  
 Section 9. Year End Awards - General.  
 Section 10. Year End Awards - Division of Accrued  
 Credits.  
 Section 11. Faithful Service Recognition.  
 Section 12. Lifetime Service Recognition.  
 Section 13. Year End Awards - Service Appreciation.  
 Section 14. Year End Awards - Associate and Honorary.  
 Section 14. Year End Awards - Officer Recognition  
 Section 15. LICOA show rules responsibility.  
 Article XI. Conduct.  
 Article XII. Impeachment Process.  
 Section 1. Grounds for Impeachment.  
 Section 2. Motion Toward Impeachment.  
 Section 3. Impeachment Motion Ratification.  
 Section 4. Impeachment Motion - Not Ratified.  
 Section 5. Impeachment Motion - Ratified.  
 Section 6. Impeachment Tribunal Selection.  
 Section 7. Impeachment Tribunal Order of Selection.  
 Section 8. Impeachment Tribunal Purpose.  
 Section 9. Impeachment Tribunal Duties.  
 Section 10. Impeachment Tribunal Findings and  
 Actions.  
 Section 11. General Vote on Impeachment.  
 Section 12. Replacement of an Impeached Officer.

By-Laws of the Long Island Corvette Owners  
Association  
Incorporated 1961 as revised through September, 2015

**Article I. Name, Purpose, Emblem, Seal**

Section 1. The name of the corporation is the Long Island Corvette Owners Association. A New York Corporation hereafter referred to as L.I.C.O.A.  
Section 2. The Purpose of this Corporation is recited in part as follows.

2a. To promote good fellowship, cooperation and mutual interest among owners of Corvette Automobiles.

2b. To encourage, without profit to the corporation, interest and pride in the ownership of Corvettes.

2c. To promote interest in and encourage the science, skill and ability of driving the Corvette.

2d. To encourage the various sporting activities in which Corvette automobiles can legally participate.

2e. To provide social activities and recreation for our members.

2f. To lawfully do all and everything necessary, suitable and proper for the attainment of any of these purposes, the accomplishments of any of the objectives or the furtherance of any of the powers herein above set forth.

2g. To have, enjoy and exercise any and all rights, powers, privileges and exemption which are now or which may hereafter be conferred upon corporations organized pursuant to the Membership Corporation law of the State of New York as it now exists or may be amended or supplemented.

2h. The Corporation hereby shall have the power to acquire by purchase, lease or otherwise any property, real or personal or mixed and to hold, own, improve, develop, manage, sell, lease or exchange, mortgage or otherwise dispose of any property so acquired and in general carry on any business in connection therewith and incident thereto not forbidden by the laws of the State of New York.

2i. In pursuance of and not in limitation of the general powers conferred by law and the objects and purposes herein set forth, it is expressly provided that the corporation shall also have the following powers:

1) to do all such acts as are necessary or convenient to attain the objects and purposes herein set forth, to the same extent and as fully as any natural person could or might do, and as not forbidden by law.

2) as a non-profit corporation, none of the income of which shall accrue to any member, to purchase , lease, hold sell, mortgage, receive by gift, devise or bequest, or otherwise acquire or dispose of such real or personal property as maybe necessary to the purposes of this corporation.

**Section 3. Registered office.**

3a. The registered office of L.I.C.O.A. shall be the Post Office Address or the address of the President

of the Board of Directors or at such other place as the Board of Directors may determine.

**Section 4. L.I.C.O.A.**

4a. The emblem of L.I.C.O.A. shall contain in addition to the standard inscription 'Long Island Corvette Owners Association' an emblem similar to the standard Corvette crossed flags as found on Corvette Sports Cars. The emblem shall also contain the lettering of 'L.I.C.O.A.'.

Section 5. Governing Authority.

5a. L.I.C.O.A. shall act and operate as a totally independent body having no superior governing authority other than as stated in these by-laws and/or as the members shall dictate in the future.

**Article II. Membership**

**Section 1. Membership Qualification**

1a. Membership in L.I.O.C.A. shall be limited to those who own, lease, rent or otherwise have regular access to the use of a Corvette Sports Car.

**Section 2. New member - participation requirement.**

2a. Before being considered an active member a new member must attend at least three L.I.C.O.A. activities including at least one general business meeting during a time period which shall not exceed four months.

**Section 3. Existing member - participation requirement.**

3a. For an existing member to remain as an active member and retain his/her voting privileges; that member must have attended not less than 4 events, activities and/or general business meetings during the prior 12 month period.

In cases when a member of LICOA may suffer a personal hardship during the year and was not able to qualify to be an active member the board of directors after review can wave the requirements to be an active member to allow him to participate in all club activities.

**Section 4. Honorary Members.**

4a. The Board of Directors, at its option may select for membership people who are not owners of Corvette Sports Cars, but who will benefit the club because of interest or other special qualifications.

4b. These individuals shall be honorary members.

4c. The membership of honorary members must be ratified by a quorum vote of the general membership as defined under Article 111 section 5a.

**Section 5. Classes of Membership.**

**Section 5a. Active Members.**

5a1. Any individual who has paid their annual dues and qualifies as a member under Article II Section 1a and has met the participation requirements as defined under Article 11 Section 2a or 3a shall be defined as an active member and shall be afforded the privilege of voting.

**Section 5b. Associate Members.**

5b1. A significant other of an active member.

5b2. An associate member shall have no voting privileges.

**Section 5c. Honorary Members.**

5c1. Any person who is eligible for membership as defined by Article II Section 4.

5c2. An honorary member shall have no voting privileges.

**Section 5d. Inactive Members.**

5d1. Any person who has paid their dues as required and is eligible for membership as defined under

**Article II** Section 1a but has not met the participation requirements as defined under Article 11 Section 2a or 3a.

5d2. Inactive members will not have any voting privileges.

**Section 5e. Life Members.**

5e1. Any member in good standing with 25 years of membership in L.I.C.O.A. shall be designated as a Life Member.

5e2. A Life Time member must maintain requirements as defined in Article II Section 2a or 3a in order in order to maintain their right to vote and Life Time Membership status.

5e3. Membership in this association for this individual from their 25th year

5e4. Any and all events hosted by L.I.C.O.A. (except for social events where there is a fee) shall be Free of Charge to any Life Member

5e5. Any perspective Life Time Member not currently Grand Fathered, will be considered joined as of their actual join date.

**Section 6. Schedule of Dues.**

**Section 6a. Membership fees.**

General Membership New Member \$50.00 after AUGUST 1<sup>ST</sup>  
\$35.00

General Membership (renewal) \$45.00

Associate Members \$10.00

Honorary Members none

Life Members none

**Section 6b. Membership periods.**

6b1. The membership year shall commence as of Feb. 1 of each year and shall continue through Jan 31 of the following year.

6b2. Dues shall become payable in full Feb 1 of each year.

6b3. If membership dues have not been paid by March 1, this will constitute a lapse in membership.

6b4. After membership has lapsed any individual wishing to rejoin L.I.C.O.A. will be considered as a new member and as such will be required to remit the \$50 membership fee and must meet the participation requirements as defined under Article 11. Section 2a.

**Section 6c. New Membership Dues.**

**Section 7. Membership Qualification Exceptions.**

**Section 7a.** No longer a Corvette Owner (as defined in Article II, Section 1, 1a).

**7a1.** L.I.C.O.A. Members who no longer own, lease or have access to a Corvette Sports Car shall be considered members receiving the benefits as membership for the remainder of their current membership year.

**Section 7b. Military Service.**

**7b1.** Any L.I.C.O.A. member entering active Military Service shall be carried as an inactive member until his/her date of discharge.

**7b2.** He/She will then be carried as an active member until he/she again Purchases a Corvette Sports Car.

**7b3.** The maximum period for an individual to be carried as an active member shall be 1 year from his/her date of discharge.

**Section 8. Membership Termination.**

**8a.** An active member (active member as defined by LICOA, s by-laws) shall have the right to petition for the termination of membership against any member or members who have demonstrated less than moral activities toward LICOA or violated the rules or purposes of LICOA.

The member who initiates this action shall present their charges in writing to any person on the Board Of Directors (further known as BOD) who will then initiate a meeting of the full board as a group, converse by phone or e-mail to review and comment on the charges being levied against another member. BOD will then meet directly with the member requesting the removal of another member and discuss the board's decision. All frivolous, unsubstantiated actions or personal vendettas will be dismissed immediately and no further action taken.

**8b.** If a charge has merit as determined by the BOD, the recommendation for member removal would be presented at the next general membership meeting. The club's President via phone, mail or email will notify the parties involved with a minimum of 3 business days prior to the next general membership meeting, that a motion for member removal will be brought to the membership.

**8c.** All parties involved with the motion will be given an opportunity to support their position prior to the vote, the BOD will allow a reasonable amount of time for each party to speak but may curtail any party if their actions are not civil and do not address the charges at hand.

**8d.** Only Active Members in attendance will be given the right to vote on a motion for member termination. A majority (51%) vote will carry the motion. All membership votes are final.

**8e.** Any member whose removal has been voted on by the

active membership of LICOA may not appeal. A terminated member will be banned from LICOA Membership, and sponsored events to protect LICOA,s interests.

**Section 9. Membership Resignation.**

**9a.** Any member may resign by written notice of such intent to the secretary of L.I.C.O.A. and this resignation will be effective upon receipt.

**Section 10. Additional Membership Qualifications.**

**10a.** Membership Character and Interest.  
L.I.C.O.A will allow any individual to become a member provided they qualify as defined under Article II, Section 1a and in addition they show strong moral character, an interest to participate and have a valid driver's license.

**10b.** Participation by Minors (under 21 years).  
Minors (under the age of 21) will be allowed to participate in L.I.C.O.A. events and activities by obtaining a release from their parent or legal guardian, releasing L.I.C.O.A. from any and all liability.

**Section 11. Membership Materials.**

**11a.** New Membership Materials.  
Upon joining each new member will receive: Membership identification card with a membership I.D. number: A club Decal: A copy of these By-laws, upon request at their first general business meeting.

**11b.** Existing Membership Materials.  
Upon renewal of their yearly membership each individual will receive: Membership identification card with their existing membership I.D. number.

**Article III. Meetings and Motions**

**Section 1. Board of Directors Meetings.**

**1a.** The Board of Directors shall hold one (1) directors meeting each month to review and discuss topics for the general business meeting.

**1b.** This meeting shall take place at a location so designated by the board.

**1c.** The location, date and time of this meeting shall be announced at the prior general membership meeting.

**1d.** This meeting shall be open to any active member as an observer.

**1e.** At such meetings only board members shall vote on the topics under review.

**1f.** These meetings shall be held on the third Wednesday of each month.

**1g.** The BOD Meetings shall be closed to any non-member or member of another BOD of a car club without invitation. If any such person wishes to make a

statement to the L.I.C.O.A. BOD, a L.I.C.O.A. BOD member must be notified and an invitation extended for that person to address the L.I.O.C.A. BOD. This business should be addressed at the beginning of the BOD meeting and then the guest excused.

**Section 2. General Business Meetings.**

**2a.** L.I.C.O.A. shall hold one general business meeting each month.

**2b.** These meetings shall be held on the first Wednesday of each month at a regular location known to the members.

**2c.** These meetings shall be open to all individuals interested in L.I.C.O.A.

**Section 3. Meeting Schedule Changes**

**3a.** If for some reason, a holiday or other event should interfere with the regular meeting schedule a quorum vote (as defined under Article III Section 5b) at least one month in advance will determine an alternate date and/or location.

**Section 4. Special Meetings.**

**4a.** The board of directors shall have the power to call a special meeting of the membership.

**4b.** Written notice of each special meeting, stating time, date, place and purpose shall be mailed to the membership by the secretary at least seven days prior to the meeting.

**Section 5. Definition of a Quorum.**

**5a. Quorum - General Membership**

A quorum is defined as a simple majority of active members at any general business meeting or at any official special meeting of the membership.

**5b. Quorum - Board of Directors.**

Among the board of directors a quorum is defined as a simply majority vote of all officers of the board.

**Section 6. Membership Motions.**

**6a. General Motions.**

**6a1.** A motion may be made by any active member, as defined under Article II.

**6a2.** A motion must be seconded by an active member, as defined under Article II.

**6a3.** Any motion made and seconded in this manner shall be put to a vote.

**6a4.** A quorum vote as defined under Article III section 5a assumes passage of the motion.

**6b. Motions to change these by-laws**



**6b1.** A motion to change these by-laws may be made by any *active member* as defined under Article II.

**6b2.** Such a motion must be seconded by an active member as defined under Article II.

**6b3.** If a second is received, the secretary will prepare a detailed summary describing the motion under consideration as received in writing from the member.

**6b4.** The By Law change summary will be published in the official publication of L.I.C.O.A. a minimum of 30 calendar days before a vote will be taken at a General Business Meeting.

**6b5.** A vote will be taken at the published General Business Meeting and only Active Members have the right to vote.

**6b6.** The Secretary will tally the vote taken at the General Business Meeting and if a quorum is obtained for a "yes" the By Law changes are considered adopted.

**6b7.** The Secretary will provide a list of active members so they may receive a ballot to cast their vote at the meeting.

**6b8.** If an Active Member is not able to attend the published business meeting, they may at the discretion of the BOD cast a paper ballot vote indicating their desired vote. The Active Member must notify the Secretary of this desire prior to the published Business Meeting Vote date.

#### **Section 6c. Secret Ballots.**

**6c1.** The board of directors may determine that a motion is of such importance that a secret ballot is required.

**6c2.** In such a case the procedure which has been defined under Article 111, Section 4b shall be followed.

#### **Article IV Board of Directors**

**Section 1.** The affairs, business and property of L.I.C.O.A. shall be the responsibility of the Board of Directors, except for those duties conferred on the officers by-law, or the Articles of Incorporation or the by-laws of L.I.C.O.A.

**Section 2.** No elected or appointed officer of L.I.C.O.A. may hold any elected or appointed position in another Corvette club.

**Section 3.** The Board of Directors shall have 5 members of equal authority.

**3a.** The board of directors shall consist of a president, vice president, secretary, treasurer and governor.

**3b.** All officers on the board of directors shall be elected by vote of the active members only as defined under Article II. The term is defined as a two year term of office

**Section 4.** To assist in performing their duties; the Board of Directors may appoint any special officials or special committee, to serve, assist, advise or inform it and may confer thereon such powers and authorities as it may be deemed advisable and necessary.

**4a.** The Board of Directors shall appoint the following position from active members: Equipment Manager: Club Historian: Competition Director: Show Coordinator: Membership Chairman: Merchandise Director: Newsletter Editor: Internet Chairman. In addition, the BOD may appoint one additional Assist for each of the listed appointed positions.

**4b.** All appointed positions must be approved by a quorum as defined under Article III, section 5b.

**Section 5. Board of Directors - Nomination and Election.**

**5a.** Nominations for potential election to the Board of Directors shall be made by active members at the general business meeting in October. The nomination will be for a two year term of office.

**5b.** All nominations will be written on ballots provided to active members for that purpose.

**5c.** Any active member unable to attend the October meeting may request a mail-in nomination ballot prior to the October meeting.

**5d.** The origin of all nominations shall remain anonymous.

**5e.** An active member may place in nomination the names of from one to a maximum of five active members.

**5f.** Any nomination ballots received which contain more than five names will not be considered.

**5g.** Nominations from other than active members will not be considered.

**5h.** The secretary will notify all members who have been nominated prior to the November general business meeting.

**5i.** The secretary will inquire if these members wish to accept or decline the nomination.

**5j.** At the November general business meeting the secretary will announce all names placed in nomination and will indicate if the member has decided to accept or decline the nomination.

**5h.** Any member who cannot be contacted for his/her decision as of the November general business meeting will be removed from the list of nominees and will not appear on the election ballots.

**5l.** Election ballots which shall contain the names of all nominees who have accepted will be prepared and available to active members at the November meeting.

**5m.** Any active member who is unable to attend the November meeting may request a mail-in election ballot from the secretary. This must be submitted in

writing at least 15 business days before the December votes will be tabulated.

**5n.** The secretary shall insure that each member receives only one election ballot either in person or by mail.

**5o.** Election ballots may be returned in person or by returned mail.

**5p.** All election ballots must be returned in a sealed envelope.

**5q.** All ballots will remain sealed.

**5r.** All election ballots must be returned at or prior to the December meeting.

**5s.** Active members may vote for from one to a maximum of five names as contained on the election ballot.

**5t.** Any election ballot received on which more than five votes have been cast will not be counted.

**5u.** Active members will indicate on the election ballot which of the members for whom they are voting they choose to occupy the board position of President.

**5v.** Any election ballot received on which there is more than one indication for president will be counted only for general election but will be discounted for presidential votes.

**5w.** After the December meeting all sealed ballots will be turned over to three active L.I.C.O.A. members as selected by the Board of Directors and designated as the electoral committee.

**5x.** Members on the electoral committee may not be running for office.

**5y.** The electoral committee shall open and tally all eligible ballots from active members.

**5z.** The electoral committee shall also tally all presidential votes from eligible ballots of active members.

**5aa.** This committee shall contact the member receiving the highest number of presidential votes and allow him/her to decline the position of President.

**5ab.** Should the member decide to decline the Presidential position that member can still be an officer of the board in another capacity.

**5ac.** In such case the committee will contact the next highest member until the position of President has been accepted.

**5ad.** Once the position of President has been filled; the committee will notify the remaining members who have received the highest number of votes.

**5ae.** These members along with the President shall meet and vote among themselves as to which member will fill each of the remaining four positions.

**5af.** The new board of directors will then decide who they wish to occupy the appointed positions.

**5ag.** The officers of the new board as well as the officers holding any appointed positions will be announced at the annual Awards Banquet the senior member of the electoral committee.

**5ah.** The senior member of the electoral committee will announce the election's official results at the January general business meeting.

**5ai.** In addition to the five elected board members the senior member of this committee will also announce the names of the first and second alternate officers.

**5aj.** These alternate officers will be those members receiving the next two highest number of electoral votes for the board of directors.

**5ak.** Both the incoming and existing board members will attend the January board of directors meeting to insure a smooth change of command.

**5al.** The new board of directors will prepare for and take effect at the general business meeting in February.

#### **Section 6. Board of Directors - Terms.**

**6a.** Board members shall be limited to serve no more than one two year term, no consecutive terms shall be permitted.

**6b.** The board member in question shall be required to abstain from running for elected office for a period of two consecutive Years after the completion of their two year term of office.

#### **Section 7. Resignation of a Club Officer.**

**7a.** In the event a Director resigns, Resignation must be given in writing to the secretary.

**7b.** When an officer on the board resigns or is for some other reason unable to fill the duties associated with his/her position, the first (or second if necessary ) alternate officer as determined from the prior election shall automatically assume an active position on the board.

**7c.** In such a case the remaining directors along with the now active alternate officer will determine what if any reorganization of board position will take place.

**7d.** Should the position being vacated by that of the President the vice-president must assume that position.

**7e.** In the event an elected board alternate assumes a resigned officers position within the first year of the officers 2 year term, which will qualify the alternate as having served a 2 year term.

**7f.** If the elected board alternate assumes a resigned officers position during the second year of that resigned officers term, the alternate is deemed eligible to run for a consecutive term

#### **Section 8. Board of Director Salaries**

**8a.** A Board of Director Officer shall not receive a salary for their services to L.I.C.O.A.

**Article V. Duties of the Officers of the Board of Directors.**

**Section 1. Duties of the President.**

**1a.** The president shall preside at all meetings of L.I.C.O.A. and the Board of Directors.

**1b.** He shall be a member ex-officio of all regular and special committees and shall perform all such other duties as usually pertain to this office.

**1c.** The president will act as chairman of both the board of directors and general business meeting however he may at his discretion appoint any other officer of the board to act as meeting chairman.

**1d.** He shall; both directly and by virtue of his conduct and example, encourage participation in and involvement with L.I.C.O.A., it's operation and activities.

**1e.** He shall acquaint himself and all elected and appointed officers with these by-laws and/or other regulations as adopted by L.I.C.O.A.

**1f.** He shall insure that all rules and regulations as set forth in these by-laws and elsewhere in regulations adopted to govern the organization, conduct and operation of shows, rallies, and any and all other activities are enforced.

**1g.** He shall insure that all responsibilities and duties of all officers either elected or appointed are carried out in a satisfactory and timely fashion.

**1h.** In the temporary absence of an officer; the President shall insure that duties and functions designated to that individual (except for voting) are performed.

**1i.** He shall have and maintain a working knowledge of any and all planning, events, activities, etc. and shall insure that the general membership is kept informed of same.

**1j.** He shall insure that all decisions and/or actions taken by any officers either elected or appointed are in the best interest of the majority of members of this association.

**1k.** He shall be held directly accountable to the general membership for any and all decisions made or actions taken by any officers either elected or appointed in matters concerning L.I.C.O.A.

**Section 2. Duties of the Vice President.**

**2a.** The Vice President shall perform the duties of the President in his absence or at his request.

**2b.** He shall attend all meetings of the board as well as all general business meetings and remain fully acquainted with all information necessary should he be required to assume the duties of the president.

**2c.** He shall be responsible to insure that any and all advertising concerning L.I.C.O.A., our events and

activities is placed in such publications as newspapers, magazines and other periodicals or mass media as to inform other Corvette owners and encourage their attendance and participation.

**2d.** He shall coordinate with the various event chairmen and shall prepare a schedule of events/activities for general publication.

**2e.** He will insure that all notices of our events/activities have been placed in a timely fashion in these periodicals.

**2f.** He shall encourage participation in the activities of this association through all ethical means of advertising.

### **Section 3. Duties of the Secretary**

**3a.** The Secretary shall attend all meetings of the members and the Directors and shall record all minutes and votes in a book kept for that purpose.

**3b.** Shall be required to provide a brief report of the minutes from the last business meeting and shall prepare an agenda for the current general business meeting which shall include all unresolved topics from any and all prior meetings.

**3c.** Shall be required to report on the results of any voting which has taken place since the last business meeting.

**3d.** Along with the membership chairman, shall keep an up-to-date roll of all club members.

**3e.** Insure that all members are notified of meeting dates and locations.

**3g.** Shall have custody of, and maintain in good order all club records (except financial records) and shall produce any and all records should they be required by law or at the request of the board of directors.

**3h.** Upon completion of term, surrender to the incoming secretary any and all records, rosters, notes, minutes, etc. with such explanations as may be required.

**3i.** Club records will be retained for a period of not less than seven years as required by law.

**3j.** Provide an attendance roster at all meetings (except board of director meetings), events and activities and record attendance for each member in a book maintained for such purpose.

**3k.** Insure that all members are issued a signed membership identification card and a window sticker bearing the L.I.C.O.A. emblem.

**3l.** Provide to new members directions to the location of the general business meeting and information about recent/upcoming events and activities.

**3m.** Maintain for each member a tally sheet of club points.

**3n.** Publish or announce at a general business meeting club point standings not less than three times each year.

**3o.** In the absence of the secretary from any of the said meetings, a Secretary pro temper shall be chosen by the presiding officer.

**Section 4. Duties of the Treasurer.**

**4a.** The treasurer shall have custody of the corporate funds and securities, and shall keep full and detailed records of all financial transactions.

**4b.** The treasurer shall attend all general business meetings and be prepared at these times to accept any receipts or issue any disbursements as required.

**4c.** He shall keep full and accurate accounts of receipts and disbursements in books belonging to L.I.C.O.A.

**4d.** Financial records shall be maintained by the current treasurer for a period of not less than seven years as required by law.

**4e.** Deposit all moneys and other valuable effects in the name of L.I.C.O.A. in such depositories as may be designated by the Board of Directors.

**4f.** Render to the President and Directors a fully detailed account of all transactions as treasure and the financial condition of the club whenever they may require it.

**4g.** Provide a brief summary financial report to the general membership at each general business meeting

**4h.** The treasurer may delegate any of his duties, responsibilities, powers and/or authority to one assistant treasurer unless such delegation be disapproved by the Board of Directors.

**4i.** Be responsible for the collection of all moneys from entry fees, spectator entries, etc. from all events and shall insure that said moneys are deposited in a timely fashion in the club's account.

**4j.** Along with the membership chairman be responsible for the collection and deposit of any and all membership dues.

**4k.** Review all requests for disbursements seek approval of the board of directors prior to paying any abnormal or exceptionally large amounts.

**4l.** Not pay any request for funds in any form other than by check if the amount of said request is in excess of \$50.

**4m.** Unless authorized by the board of directors issue no funds for which a receipt, invoice, bill or some other such supporting document has not been provided.

**4n.** When issuing checks insure that on the face of said check appears a memo notation identifying the reason for the expenditure.

**4o.** Issue disbursements for the reimbursement of expenses to any member for costs incurred in the operation of L.I.C.O.A. events based on receipts and/or vouchers provided. These expenses shall be limited to postage, advertisements, trophies, awards,

etc. for that event and shall not include any allowance for travel and/or lodging.

**4p.** Issue disbursements for the purchase of Corvette/L.I.C.O.A. products and/or merchandise for resale or for promotional items as long as the disbursements are approved by the BOD.

**4q.** Issue disbursements for the purchase of any services, items and materials necessary for the normal operation of this association, our activities and events as long as the disbursements are approved by the BOD.

**4r.** At the end of his/her term surrender to the incoming treasurer any and all records along with such explanations as may be required.

#### **Section 5. Duties of the Governor.**

**5a.** Act as interface for L.I.C.O.A. with all local Corvette Clubs and shall be responsible for informing these clubs of all L.I.C.O.A. events in which they might participate.

**5b.** Encourage participation in L.I.C.O.A., our events and activities from members of other local Corvette Clubs by all means legal and ethical except as limited by these by-laws and/or other rules and regulations which L.I.C.O.A. shall adopt.

**5c.** Conduct all correspondence from the board of directors of this association to the leadership or representatives of any other local or national organization

**5d.** Represent L.I.C.O.A. at any and all meetings outside of this association; however any commitment made by the Governor must be ratified by a quorum as defined under Article 111, section 5b.

**5e.** Keep themselves informed of any and all events and activities of all local organizations and inform the general membership of such providing there is interest and the date of such activities does not interfere with an already planned L.I.C.O.A. activity.

**Section 6.** An elected Board Member shall not hold more than one office on the board at any one time.

**6a.** An elected Board Member may; in addition to thier position on the board, hold one, but only one appointed position.

**Section 7.** The board of directors may approve special disbursements up to \$250.00 disbursements over \$250.00 must be approved by the general membership. Special disbursements are those disbursements not covered by sanctioned and approved LICOA events. Example requests for charities or organizational sponsorship (Marty Lyons, Corvette Museum).

#### **Article VI Appointed Positions**



**Section 1. Appointed Officers - Restrictions.**

**1a.** Appointment to any of these positions must be approved by a quorum as defined under Article 111, Section 5b.

**1b.** An individual shall have the right to decline an appointment.

**1c.** An individual may hold more than one appointed position.

**1d.** An elected officer on the board of directors may also hold one (but only one) appointed position.

**1e.** The members holding these positions will be required to be present at all general meetings and meetings of the board of directors unless the member justifies their absence to the BOD.

**Section 2. Appointed Officers - Voting and Reporting**

**2a.** Officers holding appointed positions shall not have a vote on the board of directors.

**2b.** Members in appointed positions shall report to the board of directors.

**2c.** Officers serving in appointed positions shall not receive a salary for their services to L.I.C.O.A.

**Section 3. Duties of the Competition Director.**

**3a.** The member holding this appointed position shall be the general officer at rallies where L.I.C.O.A. is the host club.

**3b.** Insure that all rallies are conducted in a safe manner.

**3c.** Verify that such events have been organized in a manner which is consistent with rules, regulations and guidelines which have been adopted by this association.

**Section 4. Duties of the Show Co-coordinator.**

**4a.** The member holding this appointed position shall be the general officer at all shows, exhibits and displays where L.I.C.O.A. is the host club.

**4b.** Insure that all events are conducted in accordance with the rules and regulations as adopted by L.I.C.O.A.

**4c.** Guide and assist the show chairman and other officials in the preparation for and organization of such events.

**4d.** Insure all necessary steps are taken to provide a safe and well run show.

**4e.** Shall; through the senior judge, insure all judges have been properly briefed on their duties prior to commencement of judging.

**4f.** Oversee the operation of all shows and attempt to insure as much as possible that all entrants will be judged on a fair and equal basis.

**Section 5. Duties of the Membership Chairman.**

- 5a.** The member holding this position shall be responsible for promoting new members.
- 5b.** Shall provide to the general membership blank membership applications on request.
- 5c.** Shall receive all returned applications and shall insure such applications have been properly completed, signed and that the appropriate dues/fees are included.
- 5e.** Shall inform the secretary of any and all new memberships.
- 5f.** Shall acquaint himself with any new members and shall introduce these individuals to the membership.
- 5g.** Shall be responsible to notify all individuals at least one month prior to the expiration of their current membership and shall encourage their renewal.
- 5h.** In association with the secretary he shall keep and maintain a current and accurate list of all members.
- 5i.** He shall explore new ways and means of introducing L.I.C.O.A. to other Corvette Owners.

**Section 6. Duties of the Merchandise Director.**

- 6a.** Shall be responsible for the purchase and resale; to members or to the general public, club related items.
- 6b.** Shall provide reasonable storage for and transportation of such items to and from club events or activities.
- 6c.** Shall investigate for potential purchase/resale any additional items and/or materials as necessary or as may be beneficial to this association. All purchases will be brought before the BOD for their approval.
- 6d.** Shall provide to the treasurer receipts for any and all purchases made on behalf of the club
- 6e.** Shall insure that any and all items purchased are in good condition, as ordered and in the desired quantities.
- 6f.** Shall report to the treasurer each month any expenditures for and any income from the sale of such merchandise.

**Section 7. Duties of the Newsletter Editor.**

- 7a.** In association with the secretary and the other officers, he shall produce a monthly newsletter.
- 7b.** This newsletter shall contain topics of interests to members, reviews of club activities, announcements of upcoming events, etc.
- 7c.** This newsletter may also contain member written articles and/or information of importance or interest to Corvette owners
- 7d.** The primary purpose of this newsletter shall be to keep all members informed on the activities of this association.
- 7e.** To this end; the newsletter shall contain the results of any motion which was put to a vote at a general business meeting.

**7f.** In association with the secretary and the membership chairman the newsletter editor shall insure that all members receive the monthly newsletter.

**7g.** The monthly newsletter shall be named "The Corvette Courier". This name shall be printed on all newsletters along with the full name of this association.

**7h.** The newsletter may also contain a buy/sell section which shall be free to members.

**7i.** The newsletter may also contain Business Advertisements.

#### **Section 8. Duties of the Club Historian.**

**8a.** Shall be responsible for maintaining and keeping records of historical value to L.I.C.O.A.

**8b.** All members of L.I.C.O.A. shall forward any important documents pertaining to L.I.C.O.A. over to the Club Historian, at their request, and only if such request is approved by the Board of Directors.

**8c.** Shall be required to make a report to the Board of Directors, at their desecration.

#### **Section 9. Duties of the Equipment Manager.**

**9a.** Shall be responsible for the maintenance, upkeep and storage of the equipment and supplies owned by L.I.C.O.A.

**9b.** Shall have the authority, in conjunction with the Board of Directors to order and reorder any supplies or equipment required in the operation of L.I.C.O.A. and/or the maintenance thereof.

**9c.** Shall maintain an "inventory list" of the equipment and supplies of L.I.C.O.A. and shall at least bi- annually report this list to the board of directors, or have same available at request.

**9d.** Shall not be held responsible in assuring that L.I.C.O.A. equipment be transported to L.I.C.O.A. events, but shall ensure that a chairman/or co-chairman of events has access to the equipment and supplies of L.I.C.O.A. and that same be safeguarded accordingly.

#### **Section 10. Duties of the Internet Manager.**

**10a.** Shall be responsible for maintaining the official L.I.C.O.A. web site- [www.LICOA.org](http://www.LICOA.org).

**10b.** Shall have the authority as guided by the Board of Directors, to post L.I.C.O.A. related material onto the official web site.

**10c.** Will maintain the Internet ISP Accounts and will submit all invoices to the Treasurer for approval and payment.

**10d.** Will be responsible for safeguarding the material content of the official website and report any impropriates to the BOD.

**10e.** Will be allowed to have an assistant as approved by the BOD of L.I.O.C.A.

Section 11. Duties of the Good and Welfare

The member holding this appointed position is the face of the club with reference to our members and their families health, happiness and general wellbeing. Some of the duties of the position include: mailing or delivering cards to members and their families for births , deaths, birthdays or get well soon; contacting friends and families of members who are ill or in the hospital; bereavement outreach to friends and families of members; providing monthly communications to the Executive Board.

Section 12. Duties of the Senior judge. See show rules for the senior judge responsibilities.

**Article VII Activities and Events.**

**Section 1.** Type of Activities.

The activities of this club shall consist of planned trips, social gatherings and competition events for our members and other Corvette owners.

**Section 2.** Definition of L.I.C.O.A. function.

L.I.C.O.A functions shall be defined as any activities or events of a competitive or a social nature at which L.I.C.O.A. is the principal host organization or as co-host in conjunction with another local Corvette club.

**Section 3. Activities - Type and Frequency**

**3a.** The type and number of events and activities shall be determined by a survey of the active members.

**3b.** This survey shall be taken not less than once each year.

**3c.** The results of this survey must be provided to all members.

**3d.** The results of this survey are intended as a minimal directional guideline for the purpose of creating an outline of the scheduling of functions as desired by the members.

**3e.** Survey results shall in no way limit this association in the consideration, planning and execution of any additional functions be they so desired by the majority of the members.

**Section 4. Additional Events.**

4a. Additional events of a social nature shall exist as so wished by any of the general membership of L.I.C.O.A.

**Article VIII. Fiscal**

**Section 1.** The fiscal year shall be January 1 to December 31.

**Section 2.** The membership year shall commence on

February 1 and shall continue through January 31st of the following year.

**Section 3.** The period for the accumulation of club points shall run from the day following the November meeting through and including the November meeting of the following year.

#### **Article IX. Liability**

**Section 1.** All persons or corporations or partnerships, groups or associations extending credit to, contracting with, or having any claim against L.I.C.O.A. or the officers thereof shall look only to the funds and property of L.I.C.O.A. for payment of such judgment, contract, claim, debt, damage or decree or any other moneys that otherwise become due or payable to them from L.I.C.O.A. of its officers so that neither L.I.C.O.A. nor the officers present or future shall be in any manner personally liable thereof.

**Section 2.** L.I.C.O.A. shall provide and require a signature of an insurance release/waiver on all registration or entry forms.

**2a.** This release/waiver shall release, discharge, acquit and hold harmless L.I.C.O.A., it's officers, event sponsors, event coordinators and any and all individuals associated with the event from any claims, actions, suits and all liabilities connected with their participation in any event.

**2b.** The event chairman must prevent participation by any individual without a properly signed insurance waiver.

#### **Article X Competitive Events and Club Event Recognition System**

##### **Section 1. Event Supervision.**

Competitive events involving the use of vehicles shall be under the direction of a Competition Director or the Show Coordinator who shall insure events are conducted in a safe and legal manner and within the rules and regulations as stated in these by-laws and as adopted by this association.

##### **Section 2. Workers List.**

**2a.** The chairman and/or co-chairman shall be responsible to provide to the club secretary a written list of any members who are to be awarded points as a worker at their event.

**2b.** This information must be provided within a reasonable length of time not to exceed two weeks.

##### **Section 3. Winners List.**

**2a.** The chairman and/or co-chairman shall be responsible to provide to the club secretary a written list in order of finish of all winners for the purpose of awarding club points.

**2b.** This list must also indicate if the member was participating in the event in a Corvette.

**2c.** This winners list must be provided within a reasonable period of time not to exceed two weeks from the completion of the event.

**Section 3. Event Summary.**

**3a.** The chairman and/or co-chairman shall be required to provide a brief summary of their event to the membership at the next general business meeting.

**3b.** This summary should include a general description of the event, number of members attending, problems encountered and possible solutions, etc.

**3c.** Along with the treasurer; the chairman and/or co-chairman shall summarize the financial activities relating to the event. Information recapping their event to be published in the next available monthly newsletter.

**Section 4. Unavoidable Event Cancellation.**

**4a.** If a scheduled and prepared event must be canceled due to weather or for some other reason and cannot be re-scheduled at a later date; the chairman and co-chairman shall still be given credit for either chairing or co-chairing said event.

**Section 5. Club Event Recognition System**

**5a.** The club event recognition system has been established to encourage participation in club functions, activities and events.

**5b** Recognition credits are to be awarded only to active members.

**5c** The club secretary will maintain records for each member and record all events he/she attends along with the designated points as itemized below.

**5d** The club secretary will tabulate the event credits and the member with the highest overall total credits will be designated as the club's Member of the Year.

**5e** This member will receive an award to that effect and have their dues for the following year paid by the club.

**5f** No member shall receive this award for two consecutive years.

**5g** No member of the board of directors shall receive any club points for any service performed for the club within the normal capacity of the office held by that director.

**5h** No appointed officer, nor any member of a special committee shall receive any club points for services performed within the normal function of that office.

**Section 7 Distribution of Event Credits**

Description of Activity Credit Value:

The following applies to competitive L.I.C.O.A. events and shall include the following: Car Shows, Autocrosses, Rallies, etc. for which awards are presented.

	CHAIRMAN	CO-CHAIR	WORKER
RALLY	200	150	75
JUDGED SHOW	150	100	50
DISPLAY SHOW	100	75	50
VA SHOW	150	75	50
SOCIAL	100	75	50
PICNIC	200	150	75
AWARDS DINER	200	150	50

THERE CAN ONLY BE ONE CHAIRMAN FOR EACH EVENT AND AS MANY CO-CHAIRS AS THE CHAIRMAN DEEMS NECESSARY.

POINTS AWARDED FOR JUDGED SHOW PLACEMENT.

BEST IN SHOW	30
BEST IN DIV.	25
1 <sup>ST</sup> PLACE	15
2 <sup>ND</sup> PLACE	15
3 <sup>RD</sup> PLACE	10

The Secretary shall record the Best in Show, best in Division, First, Second and Third Place LICOA member winners after each formal event (Judged Show) The Secretary shall record all LICOA member winners at competition events.

**\* All workers must be approved by the chairperson or co-chairperson**

For sponsorship of a new member; when paid in full-50 points. Individuals who have been past members within one year will not be considered as new members for the accumulation of sponsor points.

**Section 8 Year End Awards - General.**

**8a** Club Event Credits will be tabulated for the year through the November business meeting of the award year. Credits are counted from events held from the November business meeting of the prior year.

**8b** Only active members will be eligible to receive year end awards.

**8c** All active members will be segregated into general member and new member categories.

**8d** To be considered in the new member category, a member must have joined after the November business meeting of the prior year.

**8e** Generally there are awards presented in both the

general membership and new member categories, however there may be no eligible individuals in any one category and/or division and in such case no award will be given.

**Section 9 Year End Awards - Division of Accrued Credits.**

**9a Member of the Year.**

Presented to the member (and new member) with the highest overall credits accrued from participation in and/or as chairman, co-chairman and/or worker in any and all L.I.C.O.A events and/or activities.

**9b Rally Champion.**

Presented to the member (and new member) with the highest overall wins earned a participant in rallies hosted by the association.

**9c Show Champion.**

Presented to the member (and new member) with the highest overall wins earned as a participant in formal (judged) shows hosted by the association.

**9d Leadership Champion.**

Presented to the member (and new member) with the Highest consistent overall contributions made to LICOA during a calculation year. The member must have demonstrated leadership and club spirit, along with assuming responsibilities to foster the principles of LICOA. A consensus of the Board of Directors is required for this award.

**9e Sponsor Champion.**

Presented to the member with the highest overall sponsor Credits earned for their achievements in enrolling new members for the year. Sponsor credits are a separate entity and shall not be included with the Overall Champion points. The membership Chairman is not eligible to receive this award.

**Section 10 Faithful Service Recognition.**

**10a** At the end of each year; a plaque or other award will be presented to all members on their five year, ten year, fifteen and twentieth anniversary.

**10b** This award will be given in recognition of their good and faithful service to this association.

**10c** This award will be given only to active members as defined under Article 11 Sections 1a through Sections 1c.

**10d** The member receiving this award must have remained as active members without any lapse in membership during the entire term year period.

**Section 11. Lifetime Service Recognition.**

**11a.** At the end of each year; a plaque or other award will be presented to all members on their 25th anniversary.

**11b** This award will be given in recognition of their good and faithful service to this association during their lifetime.



**Section 12. Year End Awards - Service Appreciation.**

**12a.** Typically at the end of each year plaques are presented to each member who was either chairman/cochairman or a senior worker at one or more L.I.C.O.A. events during the year.

**12b.** On these plaques; below the name of the member, the names and dates of those events will be listed.

**12c.** Sizes of these plaques will vary depending on the number of events/activities to be listed for each member.

**Section 13. Year End Awards - Associate and Honorary.**

**13a.** The board of directors may determine that the contributions made by a associate and / or a honorary member justifies special recognition.

**13b.** In such case the board may authorize any special awards, plaques or trophies as it may determine is appropriate.

**Section 14. Year End Awards - Officer Recognition.**

**14a.** Typically at the end of their term of office plaques are presented from the general membership to those individuals who have served either as elected or appointed officers in recognition of their services in their official capacities to this association.

**14b.** Each plaque normally contains the members name, the office held and the period in office.

**14c.** If one individual has held more than one elected and/or appointed office all positions are normally listed on the same plaque.

Section 15. LICOA show rules will become part of the by-laws of LICOA. The show rules will be attached to the by-laws and considered to be section 15. Updating the show rules will be the responsibility of the board of directors to keep them updated and address the needs of those things that effect car shows.

**Article X1. Conduct.**

**Section 1. General Rules of Conduct.**

**1a.** All officers and members as explicit or implied representatives of this association, shall conduct themselves in a moral and ethical manner in all activities either directly or indirectly connected to or on behalf of this association.

**1b.** Officers and members shall not conduct themselves in any manner of prejudice against nor favoritism toward any individual in any affairs concerning this association.

**Article X11. Impeachment Process.**

**Section 1. Grounds for Impeachment.**

**1a.** The only acceptable grounds for a motion toward impeachment shall be a violation of these by-laws as

they now stand or as they may be revised or amended in the future.

**1b.** Such violation may be explicit or a violation of principals or intent.

**1c.** All officers either elected or appointed are obligated to conform to these by-laws and as such are therefore subject to a charge of violation and a motion for impeachment.

**Section 2. Motion Toward Impeachment.**

**2a.** Any active member may call for a motion to impeach at any general business meeting.

**2b.** In that motion the member must specify the officer(s) against whom the charges are being made and what specific article, sections and subsection he/she believes have been violated.

**2c.** The member making such a motion must provide a specific description of the incident(s) which have precipitated these charges and the impeachment motion being placed.

**Section 3. Impeachment Motion Ratification.**

**3a.** After a motion to impeach has been placed, the charges read aloud and a description of the incident verbally provided to the members, the motion must be ratified.

**3b.** Such a motion must be ratified by not less than three active members in addition to the member who placed the original motion.

**Section 4. Impeachment Motion - Not Ratified.**

**4a.** If the motion has not been supported by the three active members the motion shall be denied and no mention shall be included in any official records.

**Section 5. Impeachment Motion - Ratified.**

**5a.** If three active members have shown support for the motion it shall be considered as sanctioned and recorded in the official records.

**5b.** A written copy of any and all charges must be presented to the officer(s) against whom the charges are being placed.

**5c.** Three additional copies of the charges must be provided for the members of the impeachment tribunal. (see section 6).

**5d.** The officer(s) being charged may resign; however the impeachment tribunal will still meet and arrive at a decision.

**Section 6. Impeachment Tribunal Selection.**

**6a.** After an impeachment motion has been ratified an impeachment tribunal of three active members will be selected.

**6b.** None of the members of this tribunal shall be any of the minimum of three (3) who ratified and sanctioned the original motion.

**6c.** None of the members of this tribunal shall be

related to the member placing the charges nor to the officer(s) being charged.

**6d.** No active member; if selected and found to be mutually agreeable, may refuse service on the tribunal.

**6e.** Each member of this tribunal will have equal authority.

**Section 7. Impeachment Tribunal Order of Selection.**

**7a.** Both the officer(s) being charged and the member placing these charges will have the right to refuse the selection of up to but not more than three named members.

**7b.** The officer(s) being charged will have order of first selection and will suggest the name of an active member for the tribunal which must be approved by the member who placed the motion.

**7c.** The member placing the motion will have second selection which must be approved by the officer(s) being charged.

**7d.** Finally the officer(s) being charged will have the selection of the last member of the tribunal; again subject to the approval of the member placing the motion.

**Section 8. Impeachment Tribunal Purpose.**

**8a.** The impeachment tribunal shall determine if the charges placed have valid grounds for a general impeachment vote.

**Section 9. Impeachment Tribunal Duties.**

**9a.** The officer(s) being charged will be allowed a reasonable period of time to gather and prepare any information prior to the meeting of the Impeachment Tribunal.

**9b.** Within a period not in excess of two (2) weeks a meeting of the tribunal will be held.

**9c.** This shall be a closed meeting and not open to the general membership.

**9d.** Present at this meeting will be the (3) members of the tribunal, the officer(s), being charged, the member placing these charges, a written copy of the charges and a copy of these by-laws as amended and/or revised at that time.

**9e.** Present also at this meeting will be any active member(s) who can provide information regarding the incident as required by either the officer(s) being charged or by the member placing the motion.

**9f.** One member of the tribunal shall read aloud each of the written charges.

**9g.** The members of the tribunal will then physically review the article, section and sub-section(s) of the by-laws which the officer(s) have been charged with violating.

**9h.** The tribunal members will then determine if the

letter of the law (by-laws) or the intent of the law has been violated by the actions taken as stated in the written charges.

**9i.** If the tribunal members determine that in their opinion neither the letter of, nor the intention of the law has been breached that charge will be discounted.

**9j.** If the tribunal members determine that there has been a violation they may then question the officer(s) as to the cause of or reason for this violation.

**9k.** To this end the officer(s) under investigation may provide any documentation or may provide testimony of any active member of this association on his/her behalf.

**9l.** In like manner; the active member who placed the motion may present documentation or testimony him/herself or from any other active member of this association.

**9m.** After considering the arguments brought forth on both sides; the members of the tribunal shall determine if the reason or cause for the violation was in their opinion justified.

**9n.** If they determine that the officer(s) in question acted although in violation of our by-laws in the best interest of the majority of the members within the given circumstance they shall have the right to dismiss that charge.

**9o.** Each of the individual charges will be reviewed in this manner.

#### **Section 10. Impeachment Tribunal Findings and Actions.**

**10a.** The decision of the tribunal shall be final and binding.

**10b.** After reviewing all charges; the tribunal will determine if there are grounds for an general impeachment vote.

**10c.** In their review they may determine that the violations were not of a significant enough nature to warrant a general impeachment vote.

**10d.** In such a case; the tribunal will prepare a statement of official reprimand which will be read aloud at the next general business meeting and the motion toward impeachment shall be considered satisfied; however the officer(s) shall retain his/her (their) office and all rights/privileges normally associated there to.

**10e.** If the tribunal determines that based upon the specific circumstances the grounds for impeachment are not valid, they will prepare a statement of official apology to the officer(s) against whom the motion was made and will read this aloud at the next general business meeting and the motion shall be considered unfounded.

**10f.** If the tribunal finds that the charges as they appear are indeed valid and are in violation of our

by-laws and are in their determination without justifiable cause for said violation; they will prepare a statement to be read aloud at the next general business meeting on which shall be; in their own words, the charges placed, the articles, sections, subsections of our by-laws which have been violated, and any comment or recommendations they may wish to include.

**10g.** In such a case they will notify the Secretary to prepare impeachment ballots and to have these ready for the next general business meeting.

**10h.** Should the tribunal find the charges placed do indeed have a valid basis; the officer(s) charged will have; from that point forward, any and all rights normally associated with his/her office suspended.

**Section 11. General Vote on Impeachment.**

**11a.** At the next monthly general business meeting; the members of the tribunal will as the first order of business, read their prepared statement.

**11b.** After the statement has been read; members of this tribunal will answer any questions from any active member pertaining to the material covered in their statement.

**11c.** Questions will be limited only to this material as contained in the statement and will not be an open discussion.

**11d.** No questions shall be asked of nor by the officer(s) against whom the motion was placed. Nor will any questions be asked of nor by the member placing the motion. All questions shall be directed to and answered solely by the members of the tribunal.

**11e.** The members of the tribunal shall not be required to justify their decisions.

**11f.** After a reasonable period for any questions; not to exceed 30 minutes, the tribunal will instruct the secretary to issue the ballots for the impeachment vote.

**11g.** These ballots are to be issued to active members only as defined in Article 11 sections 1a through 1c.

**11h.** These ballots will allow active members to vote for or against impeachment.

**11i.** Should any ballot appear to contain more than one of these two options that ballot will not be included in any count.

**11j.** Any ballot returned which has neither of these two options indicated will not be included in the count.

**11k.** The ballots will be collected by one of the members of the tribunal.

**11l.** The ballots will then be tallied into one of two categories as follows: for impeachment, or against impeachment.

**11m.** The tribunal will count the total number of votes cast and if 51 percent or higher of these votes are for impeachment then the motion shall be carried.

**11n.** No individual shall lose any rights and/or privileges which are accorded to any active member as a result of being removed from office.

**11o.** In any case the result of the count of votes on the motion for impeachment shall be entered into the official records.

**Section 12. Replacement of an Impeached Officer.**

**12a.** If any elected officer has been impeached the first alternate (or second if necessary) officer as determined from the prior election shall become active and shall move onto the board.

**12b.** If the officer impeached was the President; the vice-president must assume that position.

**12c.** The board of directors may at its option determine that a reorganization of the board is required to determine which position (except for president) each officer will occupy.

**12d.** If any appointed officer has been impeached prior to the next general meeting the board of directors shall appoint a suitable replacement.

**12e.** This replacement must be approved by a quorum as defined under Article 111, section 5b