



## **BY LAWS / CLUB POLICIES**

### **ARTICLE I: Name**

The name of this organization shall be known as the Mustang Club of St. Louis (hereinafter referred to as either the “Mustang Club” or as “The Club”).

### **ARTICLE II: Purpose and Objectives**

A. The Club is classified as a public charity and is organized under State Articles of Incorporation. One of The Club's main purposes is to provide fundraising activities to benefit local and national charities. The Club is not for profit.

B. To promote the enjoyment and preservation of the Mustang automobile.

C. To promote friendly relations with fellow Mustang owners.

D. To encourage communications with other Mustang chapters and maintain a working relationship with these organizations.

E. To aid fellow Mustang owners in rebuilding, restoring and maintaining Mustangs and to share the knowledge and experience gained through such projects.

### **ARTICLE III: Membership and Dues**

A. All Members at the time of paying dues shall complete an application for membership and are requested to provide a photo of their cars for the Club portfolio.

B. Dues shall be \$20.00 per year, pro-rated quarterly.

C. Dues shall be due January 1<sup>st</sup> and are for the period of one year.

D. Dues shall be considered delinquent if not paid after thirty (30) days of joining The Club. Payment after that time will be subject to penalty and the members name may not appear in the current roster.

E. Mustang ownership is not essential, however enthusiasm is.

F. Membership shall not be denied anyone based on race, creed, gender or national origin. The Board of Directors does reserve the right to remove or deny membership for just cause.

#### **ARTICLE IV: Officers and Elections**

A. The elected Officers, known as the Board of Directors shall be the President, Vice-President, Treasurer and Recording Secretary.

B. The term shall be for a period of two years with the Recording Secretary and President elected in odd numbered years and the Vice-President and Treasurer in even numbered years.

C. Notice of nominations for Officers shall be sent out via e-mail to all current members by the Recording Secretary prior to the month of October's meeting stating that nomination of Officers shall take place at the October meeting.

D. Nominations can only be made and seconded by members in good standing in order for the nomination to be put on the ballot.

E. All nominations shall come from the floor of the meeting.

F. All nominees reserve the right to decline nomination.

G. After the nominations are closed in October, the Election Committee, which shall consist of two non-nominees appointed by the President, shall mail out absentee ballots upon request to all current members. They shall also tally the ballots.

H. Voting shall take place at the November meeting. Absentee ballots must be received on or before the November meeting.

I. Results of the election shall be announced at the November meeting.

J. New Officers shall take office at the January meeting.

K. All officers shall be a member of the Mustang Club of America for a minimum of one year prior to holding office.

## **ARTICLE V: Officers Duties**

A: The President:

1. Shall preside over all meetings, preserve order and preserve the By Laws.
2. Shall preside over the Board of Directors and report back to the membership actions taken by the Board.
3. Shall represent The Club at meetings with other clubs, affairs, etc., and shall reflect a positive image of The Club.
4. Shall call special meetings as necessary to conduct Club business.

B. The Vice President:

1. Shall preside over meetings and perform all presidential duties in the absence of the President.
2. Shall assume the role of President should it be deemed necessary to conduct Club business.

C. The Treasurer:

1. Shall keep an accurate account of all Club monies and give a report at each general membership meeting and each Board of Directors meeting.
2. Shall see that all approved bills are paid in a timely manner.
3. Shall be the primary signature on all checks, maintain the checking account, verify all bank statements to their accuracy and maintain any and all monies as necessary.
4. Shall prepare a year end statement for audit purposes.

D. Recording Secretary:

1. Shall keep an accurate record of the proceedings of all meetings held.
2. Shall give reports as necessary at Club meetings.

**ARTICLE VI: The Board of Directors**

- A. The Board of Directors shall be comprised of all Officers.  
The Board will serve for the calendar year. Should a member not be able to complete their term, the President shall appoint a new member to complete the remaining term.
- C. The Board will meet as deemed necessary.
- D. All decisions made by the Board must be by majority decision, whether or not all members are present. However, a quorum of three must be present.
- E. The President will report to the general membership meeting of any actions taken at the Board meeting and will put before the membership for a vote, that which would require a vote. This would include changes to the BY LAWS and any Club policy, as well as major capital outlays by The Club.
- F. The Board shall initiate all change to the BY LAWS and policy within The Club and prepare them for vote by the general membership
- G. The Board will act on matters brought before it at the prior general membership meetings and will be open to all suggestions from the floor.

**ARTICLE VII: Code of Conduct**

- A. Members will conduct themselves at all meetings, shows, events, cruises, etc. in a fashion befitting good taste and etiquette.
- B. Members will be responsible for the conduct of their guests attending functions and activities.
- C. Use of The Club's name, logo, or other Club material for private use or gain is prohibited.
- D. All Club logos, materials, or other products developed over the course of time by any individual pertinent to Club business or function are to be the property of the Mustang Club of St. Louis. Members are encouraged to participate in shows, cruises and other events and to present the finest image possible of The Club.
- E. No member shall use The Club as a means for personal profit.

**ARTICLE VIII: Volunteer Positions**

- A. The Club Activities Director/Directors shall be responsible for coordinating all Club activities with the assistance of their committees. Proper planning, notification to the membership and the obtaining of resources shall be a part of the Director's responsibility.

B. The Newsletter Editor will be responsible for the preparation and providing of a newsletter on at least a monthly basis. Enough copies will be provided so that the Newsletter Editor can see that all members in good standing receive a copy.

C. The Membership Chair will receive all membership applications for processing and maintain an active roster with copies monthly to the Board of Directors and the Newsletter Editor. The Membership Chair will also maintain personal information for members (such as birthdays) and report that information to the Newsletter Editor. The Membership Chair will also forward any membership dues received to the Treasurer.

D. The Club Webmaster shall set up a Club Web page and maintain the site with any events, cruises, outing and general Club information.

E. The Merchandise Person will research for new merchandise which would be of interest to club members.

#### **ARTICLE IX: Club Purchases**

A. The Club President is authorized to spend up to \$100.00 for miscellaneous expenses.

B. All other purchases over \$100.00 must be voted by the Board of Directors.

C. No member shall make any unapproved club purchases and expect reimbursement.

#### **ARTICLE X: Personal Liability**

A. Neither the members of The Club, the Board of Directors, present or future, shall be held personally liable for any claim, damage, or debt against The Club or its members.

