

BC Hot Rod Association

"Societies Act" Constitution & By-laws

January 13, 2010 Revised Revised Feb 25 at 16:12

NOTE : Feb 16 , 2010 red noted at Exec Meeting

SECTION "A"

- 1 The name of the Association is:

"BRITISH COLUMBIA HOT ROD ASSOCIATION".

LOGO

The BCHRA logo is the property of the Association and is intended to be used/displayed for the sole purpose of the **Members of the Association**. It may be displayed by the members on wearing apparel and their vehicles to indicate membership in the Association. It shall not be used by an individual or business, nor shall it be displayed on any other media (advertising, business card, poster, store signage etc.). Any use of the logo to imply to an affiliation or relationship, or perception thereof with BCHRA, or for advertisement purposes is not permitted unless written permission by the **BCHRA**.

- 2 THE PURPOSE OF THE ASSOCIATION IS:
 - 1) To preserve the past and enhance the future of hot rodding in British Columbia.
 - 2) To assist with and encourage the interest of the members of the Association in the construction and operation of hot rods, customs and special interest vehicles.
 - 3) To co-operate with other Associations or clubs formed for the above or similar purposes.
 - 4) To encourage the safe use of motor vehicles on public highways and the strict adherence to the rules of the "Motor Vehicle Act".
 - 5) To promote the **British Columbia** Hot Rod Association vehicles, and its' history, for the interest and enjoyment of the public.
 - 6) To raise funds in such a manner as the Association may see fit.
 - 7) **Delete 7 We have to carry out per Societies Act**

REGISTERED OFFICE

1. The registered office of the Association will be in the Province of British Columbia, at a location as the executive may from time to time decide.

SECTION "B"

MEMBERSHIP

- 1) The association shall consist of individual members in good standing.
- 2) Upon payment and acceptance to BCHRA a new member shall receive 1 membership card, monthly newsletter, window display card and 2 decals. Members are encouraged to attend monthly meetings.
- 3) Upon membership renewal members are entitled to one (1) membership card, monthly newsletter and copy of the current constitution upon request.
- 4) The membership shall consist of the following types of members:
 - A. Active Members: A paid up member in good standing – shall be entitled to one vote, and must be present in order to vote.
 - B. Associate Members: Immediate family member of an active member pays no dues and has no vote.
 - C. Lifetime Membership: Lifetime membership may be proposed by any member for an outstanding or extraordinary member's service and participation in the BCHRA. This member's nomination will be put forth to the membership for a majority vote. A lifetime membership in the BCHRA will be awarded. Such member(s) shall have full privileges and pay no dues.
 - D. Honorary Members: This maybe bestowed on a non member for exceptional service to the BCHRA. No dues and will not be entitled to vote.
- 5) Any member may be suspended or expelled for conduct unbecoming to the Association. Any member or members, who feel they have a justifiable complaint against another member(s), or the Association, will submit a signed, dated copy of their grievance to the Executive stating all pertinent facts. The executive will **mediate** the grievance between all parties.

For issues that cannot be resolved by this process or for issues of a serious nature, such as expulsion, a special meeting for members only requiring 14 days written notice to all members will be held. This meeting will be chaired by a member agreeable to both parties. Each party will be represented by one member, who will be given the opportunity to present their case. A reasonable time will be allowed for open discussion, followed by a secret ballot. Final decision will be by a 2/3 majority, with no appeal allowed.

If expelled, the said member is to remove all club decals and plaques from their vehicles, and return any Association property they may have.

- 6 No member shall represent the Association with the intent of entering the Association into an obligation or venture either contractual or otherwise, without the authority of the executive.
- 7 Every member must submit annual dues to the association per year or part thereof. Membership renewals must be in before the election meeting in February to be eligible to vote. **A Grace period is extended for Annual Dues to the end of February**
- 8 Members shall abide by the constitution governing the Association.
- 9 All members are encouraged to take an active interest in all the Association projects and activities.

SECTION "C"

MEETINGS

- 1) Regular meetings will normally be held monthly, or as deemed necessary by the executive. ROBERT'S RULES OF ORDER shall be the governing authority for the conduct of the meetings. The President shall preside at all regular and executive meetings of the Association.
- 2) The executive shall meet monthly or as deemed necessary. **Deleted 2nd sentence**
 - a) The President shall only vote to break a tied motion, at executive meetings
- 3) Special **General** meetings may be called whenever considered necessary by the executive, and notice shall be given to members in the manner they may direct with 7 days notice to the members.
- 4) The Annual General Meeting of the Association shall be held in the month of April each year and notice of the same to be given to the members in writing no less than 30 days before such meeting to be held.
- 5) Amendments to the constitution may only be made in writing 30 days prior to The Annual General Meeting.
- 6) Elections must be held annually for all positions at the regular meeting held in the month of February.
- 7) Elections must be held for each position including each **Executive Position**.
- 8) The Treasurer shall present the annual Financial Statements to the membership at the regular February meeting prior to the elections.
- 9) At regular **General membership** meetings forty (40) members, in good standing, shall constitute a quorum and every member shall have one vote.

SECTION “D”

OFFICERS

1. Only active members are eligible to vote or run for any elected executive position.
2. The officers of the Association shall consist of a President, Vice-President, Secretary, Treasurer, Membership Chairperson, Sergeant at Arms, and two (2) Directors, who shall be elected at the regular February meeting and shall remain in office for a period of one (1) year. An additional officer’s position of Director at large will be assumed for one (1) year by the immediate past President in order to keep continuity, providing he or she is a member in good standing. If so declined by the immediate past President, this position will remain vacant.
3. If for any reason the President is unable to perform his duties the Officer **next** shall perform his duties and shall have the same authority as the president. If the office of President shall become vacant, the remainder of the term shall be filled by the **Vice President**.
4. The Secretary shall keep the Association’s general records, committee appointments and the minutes at all Association and executive meetings. All minutes to be available to any active member upon request.
The general records shall include a manual of motions passed at meetings relating to policies and financial matters. This “manual” should include a section for operational policies and a section for financial policies and should be made available to each executive at the beginning of the elected term, and should be categorized as motions are carried.
5. The Treasurer shall receive all money and deposit it in such bank as the executive shall designate, and he or she shall payout money only on the authority of the executive. All cheques must be signed by the Treasurer and such other member of the Executive authorized to do so. The previous month’s financial report must be provided to the Executive at the first monthly meeting following.
6. Membership Chairperson Maintains records of members and collects dues.
7. Sergeant at Arms Duties – maintain orderly conduct at BCHRA meetings, functions and **BCHRA** events.
8. Two (2) Directors shall **be responsible to** see that the regular elections are held and conducted in accordance with the constitution. Also any responsibilities deemed by the executive.
9. The Executive shall be responsible for the Policies **and Procedures** of he Association.
10. For cause shown by any member of the Executive, any officer of the Association may be removed from the office by five out of eight votes of the Executive. A right of appeal to the membership may be made by the person so removed.

11. The Executive shall air any grievance brought forward by any member.
12. No remuneration shall be paid to anyone for services that can be done by volunteer members of the Association.
13. No Association money shall be borrowed by or loaned to any member of the Association, or on behalf of the Association.

SECTION “E”

AUDIT

1. The Executive shall provide for the audit of the books of the Association. The Auditor or Auditors shall be appointed at least one month prior to the regular February Executive Elections.
2. The Secretary and Treasurer shall submit their books and all vouchers for the audit whenever required.
3. The fiscal year of the Association shall be from the 1st day of January to the following 31st day of December. Membership dues shall coincide with the fiscal year.
4. Except with the unanimous consent of the members present and voting, no member of the Executive shall act as auditor.
5. The person or persons acting as auditor shall submit to the February regular meeting a statement in writing of the audit made.

SECTION “F”

SEAL

1. The seal of the Association shall be in the custody of the Executive and it shall not be affixed to any document, or instrument, unless authorized by the Executive, and then only in the presence of such officers, or authorized members. If no authorization is made, every document, or instruments, to which the seal is affixed shall be signed in the presence of, and, by the Secretary and the Treasurer, or such other of the Executive as may be authorized.

SECTION “G”

AMENDMENTS

1. The Constitution of the Association may be altered or added to by extraordinary resolution of the members passed at the annual general meeting by two-thirds (2/3) majority of the members present. Written notice of any proposed amendments are to be sent to each member, fourteen days prior to the Annual General Meeting (AGM).

2. Extraordinary Resolution may be requested by a member at AGM to entertain a discussion at this meeting, two-thirds (2/3) majority to have the amendment brought up for discussion.

SECTION “H”

MINUTES OF PROCEEDINGS – CUSTODY

1. The Secretary shall have the minutes of all meetings, and proceedings of the Association, and the Executive and all other records and documents belonging to the Association, as he or she may be instructed to keep.
2. The Treasurer shall have the custody of all books kept by him/her and all vouchers for the payment of money and all cheque books and receipts for deposits at the bank, named by the Executive in which deposits of the Association are made.
3. The books of the Association and any records shall be open to inspection by any active member at a convenient time.

Dated at _____, the Province of British Columbia,

This _____ Day of _____, A.D. 20__

NOTICE of ANNUAL GENERAL MEETING
OF
BRITISH COLUMBIA HOT ROD ASSOCIATION

The ANNUAL GENERAL MEETING of BCHRA will be held on Tuesday, April 6th, 2010, at West Langley Hall in Langley, BC.

The AGM will be convened at 7:30 p.m. and be followed by the April, 2010 BCHRA General Membership Meeting.

The intended Agenda will be to review/discuss/approve the REVISIONS to BCHRA CONSTITUTION which is attached for your perusal and consideration.

Art Brumpton,
President

February 28, 2010