

THE CONSTITUTION AND BY-LAWS OF  
"THE SACRAMENTO VALLEY MODEL T CLUB"

A Chartered Chapter of "The Model T Ford Club of America"

ARTICLE I  
Name of the Club and Affiliation

- Section 1. This organization shall be known as "The Sacramento Valley Model T Club".
- Section 2. This organization shall be affiliated with the "The Model T Ford Club of America" (MTFCA) and shall be a chartered chapter thereof.

ARTICLE II  
Purpose

- Section 1. The purpose and goals of this Club shall be:
- a) For the personal enjoyment of its members through the preservation and restoration of the Model T Ford, especially through activities involving the use of Model T Fords and accessories.
  - b) For the personal enjoyment of its members through association with other Model T Ford and vintage auto enthusiasts and in related activities.

ARTICLE III  
General Regulations

- Section 1. This Club shall be governed by this Constitution and By-Laws.
- Section 2. This Club shall operate as a Social and Recreational Not-For-Profit Club as defined in the State of California Franchise Tax Board (FTB) publication 1077 and R&TC Section 23701g. Same as IRS Section 501(c7). The club is to be supported entirely by dues and fees paid by the members.
- Section 3. This Club shall operate on the calendar year beginning January 1 and ending December 31.
- Section 4. In all Club activities the members shall conduct themselves in such manner that is beneficial to the best interests and welfare of the Club.
- Section 5. All meetings shall be conducted according to Robert's Rules of Order.
- Section 6. A quorum for a Monthly Meeting shall consist of two officers and not less than twenty-five per cent (25%) of the members. One of the two officers shall be the President or designated alternate.

Section 7. A Board Meeting quorum for the Club will be defined as a majority, but not less than four, of the Board members present, and decisions of the quorum shall be considered valid and binding.

ARTICLE IV  
Officers, Governing Board, Duties

Section 1. There shall be a governing board to be known as the "Board of Directors".

a) It shall consist of the present officers (4), the past president, newsletter editor and one member at large.

b) All newly elected persons shall commence their term of office at the start of the new calendar year immediately following the election.

Section 2. The officers of the Club shall consist of (1) President, (2) Vice President, (3) Secretary, and (4) Treasurer, each of whose term of office shall be one year.

Section 3. The Board of Directors shall have the following duties:

a) Hold regularly scheduled Board of Directors Meetings to discuss and plan aspects of operation that will tend to promote harmony, good fellowship, and enjoyment in the Club and to perpetuate the Club's existence.

b) Plan and present to the General Membership for approval a "Calendar of Events" for the upcoming tour season.

c) Keep abreast of the financial status of the Club, causing debts to be paid, full insurance to be maintained and the treasury to remain solvent and healthy.

d) In any matter requiring a decision prior to the next regular Monthly Meeting, the Board of Directors shall have the authority to make the decision.

e) The Board will ensure that the Treasurer has filed all state and federal required reporting forms.

f) Any complaints or grievances concerning Club activities will be put in writing, dated and personally presented to the Board of Directors for action. Complaints or grievances that are 60 days old will not be considered. All written complaints or grievances will be resolved by the Board within a 60-day period and the initiator of the letter will be notified of the Board's decision.

Section 4. Duties of the Officers

**a) The President shall:**

- 1) Preside at all Monthly Meetings and Board of Directors Meetings, with no voting privileges except in the case of a tie vote.
- 2) Appoint special committees and committee chairpersons as needed.
- 3) Call special meetings of the Board of Directors or General Membership in case of emergencies.
- 4) Preside at meetings until a new President has been duly elected.
- 5) With the approval of two other Board Members, have the authority to authorize the expenditure of sums not to exceed \$150.00 for any one cause when they deem such action to be in the best interests of the Club.
- 6) Be responsible for meeting programs, i.e., speakers, etc.

**b) The Vice President shall:**

- 1) Preside at any Board of Directors Meetings or Monthly Meetings at which the President is absent.
- 2) Coordinate all club tours and activities with the Treasurer and the tour leader.
- 3) Notify members at the monthly meeting, and newsletter editor of the current status of upcoming tours and activities.

**c) The Secretary shall:**

- 1) Keep a full and complete record of the proceedings of all meetings: Board of Directors, Monthly and Special.
- 2) Attend to the official correspondence of the Club.
- 3) Maintain the master copy of the Constitution and By-Laws.
- 4) Maintain a master list of all Club Properties with location of same.

**d) The Treasurer shall:**

- 1) Receive and deposit to the Club account all money from dues and other sources.
- 2) Keep a complete record of all financial transactions of the Club.
- 3) Pay all bills or expenditures that have been authorized for payment.
- 4) Provide an expenditure report at Monthly and Board meetings,
- 5) Be responsible for filing the yearly "California Exempt Organization Annual Information Statement or Return" form 199 with the Franchise Tax Board and Form SI-100 with the Secretary of State.
- 6) Keep an accurate record of paid membership. Provide a copy of the list to MTFCA Insurance Coordinator showing the MTCA membership status of all members in accordance with MTFCA bylaws. See Article V Section 3.

**e) All officers must be MTFCA members per the MTFCA.**

ARTICLE V  
Liability Insurance

- Section 1. The Club shall maintain sufficient liability insurance to protect its members and officers against legal judgments resulting from the activities of the Club.
- Section 2. The first call on the treasury of this Club shall be for liability insurance.
- Section 3. The MTFCA provides liability insurance free of charge to chapters that qualify when 50% of its members are national members. The Treasurer shall prepare a list of paid members including their national club numbers and send to the national club insurance coordinator by February 25 each year. The MTFCA may send a spreadsheet with their information, to be updated and sent back. This will qualify the chapter status for the year and provide this chapter with free chapter liability insurance.

ARTICLE VI  
Membership Regulations

- Section 1. Membership is open to all interested persons. Ownership of a Model T Ford is not a requirement.
- a). Paid-up membership includes the member, spouse and children under the age of 18.
- b). Voting privileges are extended to both spouses.
- Section 2. All annual dues are due and payable at the time of application for membership and thereafter on or before January 31.
- Section 3. A single or unmarried member will be entitled to bring one guest to any paid Club function.
- Section 4. New members joining in September through December will be considered paid for the following year.
- Section 5. Annual dues will be discussed and approved at the August general meeting for the following year.

ARTICLE VII  
Revocation of Membership

- Section 1. Membership of any person shall be automatically revoked if annual dues are not paid on or before January 31 of any calendar year.
- Section 2. Membership of any person may be revoked by majority vote of the quorum of the General Membership for behavior which, in their opinion, is detrimental to the best interests and welfare of the Club or fails to concur with the purpose and goals of the Club, Article II, Section 1, of the Constitution. Within one week of the action the Secretary shall notify the revoked member by registered mail of the action taken and fully inform the member of the right to appeal to the General Membership. A revoked member may appeal to the General Membership at the next Monthly Meeting, at which time a secret ballot will be conducted and the majority vote of those attending will become final.

ARTICLE VIII  
Election of Officers

- Section 1. The Board of Directors will be the Nominating Committee. They will present a slate of at least one willing candidate for each office at the November meeting. Additional nominations may be made from the floor at this time. They shall prepare ballots as necessary for election at the December monthly meeting.

ARTICLE IX  
Vacancies of the Officers and Board of Directors

- Section 1. In the event any vacancy occurs in the offices of Vice President, Secretary or Treasurer, a special election shall be held at the next Monthly Meeting.
- Section 2. In the event of a vacancy on the Board of Directors, a special election will be held at the next Monthly Meeting.
- Section 3. Replacements shall serve the remaining portion of unexpired term of the vacancy.

ARTICLE X  
Safety and Insurance

- Section 1. To be eligible for participation in an activity where the cars are operated, all vehicles must be in a condition that is legally safe for operation on public thoroughfares. Members should perform a safety check based on the MTFCA's suggested safety check list.
- Section 2. To be eligible for participation in Club activities, all vehicles must be licensed and insured by their owners to at least the minimum legal requirements in the areas of public liability and property damage.

ARTICLE XI  
Advertising

- Section 1. No advertising, such as signs, posters, loudspeakers, or public address systems or similar advertising, shall be permitted during Club activities unless expressly sanctioned by the Club. (This regulation does not prohibit Model T Club emblems, Horseless Carriage Club emblems, or Antique Auto Club emblems that are designed to be mounted on the radiator or windshield.)

ARTICLE XII  
Amending the Constitution and By-Laws

Section 1. Changes to this Constitution and By-Laws may be initiated and caused to be brought to vote in the following ways:

- a) The proposal shall be made in writing and signed by not less than ten members in good standing and presented to the President or presiding officer at a Monthly Meeting.
- b) The proposal shall be made by a member and seconded by another member at a Monthly Meeting, at which time the membership present must agree, by majority vote of the quorum, to present the proposal to the Board of Directors.
- c) The proposal should then be discussed at the next board meeting and the recommendation of the board presented at the next Monthly Meeting.
- d) A majority of the members present at the Monthly Meeting must ratify the proposal to change the Constitution and By-Laws.