

# **Prescott Vette Sette LLC**

## **By Laws**

### **Article I**

#### **Name/Location**

##### **Section 1**

The name of the organization shall be the Prescott Vette Sette, LLC, a 501(c7) social club, located in Prescott, AZ, (hereinafter known as PVS).

##### **Section 2**

Meetings shall be held in the Tri City area which includes Prescott, Prescott Valley and Chino Valley, Arizona.

### **Article II**

#### **Objectives**

##### **Section 1**

To promote interest in the Corvette automobile, its ownership and proper operation.

##### **Section 2**

PVS will conduct general membership meetings and other events, both public and private, in order to accomplish said purpose.

##### **Section 3**

PVS shall maintain general liability insurance, and directors and officers insurance.

##### **Section 4**

PVS may make at least an annual contribution to a local charitable organization. The size of the donation and the name of the charity will be determined by the club vote.

## **Article III**

### Membership

- Section 1** Active membership in PVS shall be open to all owners of Corvettes.
- Section 2** Application for membership and payment of dues shall constitute acceptance of an agreement to comply with these bylaws.
- Section 3** Guests may attend two PVS functions during a sixty day period after which they must become members in order to participate in other PVS activities during that calendar year.
- Section 4** Any member may resign his/her membership simply by notifying the President of his/her intent and the date to be effective. Dues are not refundable.

## **Article IV**

### Dues

- Section 1** Effective January 1, 2018, annual membership Dues are \$24.00 per person and \$36.00 per couple.
- Section 2** PVS dues shall be due and payable by January 1<sup>st</sup> for the current club year. Unpaid dues will be considered delinquent after January 31<sup>st</sup>. The Membership Chairperson may advise delinquent

members that they are delinquent and that they have until the last day of February to pay their dues in full before incurring a \$10.00 fine. Dues will not be prorated for existing members.

**Section 3** All dues shall be paid up to date before a member is allowed to participate in any PVS function.

**Section 4** PVS members shall purchase and wear a name badge at all monthly meetings and planned events.

## **Article V**

### **Meetings and Activities**

**Section 1** General membership meetings shall be held on the last Tuesday of the month at a place to be designated by the Board of Directors.

**Section 2** Special general membership meetings may be called by the President, Board of Directors, or by 1/3 of the membership provided due notice is given to all members at least one week prior to said meeting.

**Section 3** The Board of Directors shall hold meetings as they deem necessary.

**Section 4** In accordance with Federal and State laws, PVS DOES NOT ADVOCATE the consumption of alcoholic beverages or substance abuse of any kind. Any action done by a member is individual choice, and the member is solely responsible for any harm that may result.

**Section 5** Expenditures by any club member shall be approved by the President or two other members of the Board of Directors prior to said expenditure. Expenditures not related to normal operation expenses over \$250.00 require the approval by majority vote of the membership attending the general membership meeting. No member shall benefit personally from expenditures of PVS monies.

**Section 6** Expenditures by any PVS member requesting reimbursement, shall be submitted to the Treasurer within 60 days of issue date. Receipt of invoice must have delineation of item(s) purchased or service provided.

## **Article VI**

### Officers

**Section 1** The officers of the PVS shall consist of a President, Vice President, Secretary, and Treasurer. The Board of Directors shall include the officers and at least two At Large members to be appointed by the officers.

**Section 2** The officers shall be elected annually by a majority vote of the membership present at the November general membership meeting.

**Section 3** Each officer shall hold office from January 1<sup>st</sup> to December 31<sup>st</sup>. Each outgoing officer, with the exception of the Treasurer, shall, within 15 days

after the close of his/her term of office, transfer to his/her successor the files and records of the office. The Treasurer shall balance the books, have the records reviewed by another member of the Board, and turn said books and records associated with the office over to his/her successor before the January meeting.

**Section 4**

Any officer may be removed by a vote of sixty percent of those in attendance of the general membership meeting, whenever, if in it's judgement, the best interest of the PVS will thereby be served. Prior to the vote, the general membership must receive proper notice 30 days prior to the meeting by special email or newsletter.

**Section 5**

A vacancy during the term of any office may be filled by the Board of Directors for the remaining portion of the term.

**Section 6**

The office of President requires a prerequisite of being an active member of the Board of Directors for PVS for one year.

**Article VII**

**Board of Directors Duties**

**Section 1**

The business and affairs of PVS shall be managed by its Board of Directors.

**Section 2**

Duties of the President shall be to preside at all general membership meetings and Board meetings, and follow Roberts Rules of Order. The

President can appoint a Governor, Membership Chairperson, Sergeant at Arms, Web Master, or other committee chairpersons at his/her discretion. The President will oversee the activity of any committees or members working on behalf of PVS to ensure that the intent of PVS is being met.

### **Section 3**

Duties of the Vice President shall be to assume the duties of the President in his/her absence as well as additional duties as assigned by the President.

### **Section 4**

Duties of the Secretary shall be to attend all meetings, both general and special, and record all minutes and votes.

The minutes of the general membership meeting shall be posted on the PVS website at least one week prior to the next general membership meeting. The Secretary shall have custody of the records during the term of office. In the absence of the Secretary at any meeting, the presiding Officer shall choose an acting Secretary.

The Secretary is also responsible for the filing of the Annual Corporate Report to the Corporation Commission for the State of Arizona.

### **Section 5**

Duties of the Treasurer shall include being responsible for all PVS monies and expenditures. The Treasurer shall maintain accurate records of all bank and cash transactions, and give an accounting of the PVS financial status at each monthly general membership meeting. No obligation, debt or

other financial liability shall be incurred by the Treasurer without the specific approval of the Board. The Treasurer shall have custody of all records relating to his/her duties and collect all dues.

The Treasurer is also responsible for the filing of the Annual Form 990N with the Internal Revenue Service, US Department of Revenue.

#### **Section 6**

Duties of At Large Board members shall be to attend and vote at any meetings of the Board of Directors.

#### **Section 7**

Duties of the Governor include being responsible for coordinating activities relating to car shows and events sponsored by other clubs, and notifying the membership of said activities.

#### **Section 8**

Duties of the Membership Chairperson shall be to maintain an up to date membership list and email list, notify the membership by email of delinquent dues after January 31<sup>st</sup>, and follow up on dues and fines when necessary.

#### **Section 9**

Duties of the Web Master shall include being responsible for notifying the membership, at least monthly, of the PVS meeting minutes and calendar of events. The Web Master is responsible for providing timely notices for changes to the calendar. The Web Master is also responsible for maintaining the club website and ensure its proper function and operation.

The PVS President shall name an Assistant Web Master to perform duties in the Web Master's absence.

The PVS President shall have control of the PVS website. The user name and password shall not be changed without the approval of the President.

### **Article VIII**

#### **Dissolution of the Club**

##### **Section 1**

Upon dissolution of PVS, the Treasurer, after paying any and all outstanding debts, will sell all property owned by PVS to the highest bidder. These moneys and any remaining balance in the treasury shall be given to a local charity voted on by the remaining members in good standing.

### **Article IX**

#### **Amendments**

##### **Section 1**

These By Laws may have proposed amendments at any time by a majority of the Board of Directors or committee appointed by the President. However, the proposed amendments will not be effective until ratified by sixty percent of the membership in good standing and in attendance at the general membership meeting.

These by laws were last amended by the Board of Directors on March 16<sup>th</sup>, 2017, and were ratified by sixty percent of the membership at the \_\_\_\_\_ general membership meeting.