

**Official Charter  
and  
Bylaws  
of the  
Tri-Lakes Cruisers  
Car Club  
Effective: 01 January 2025**



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## **Article I Objectives**

### **Section 1. Objectives.**

The Objectives of the Tri-Lakes Cruisers car club shall be to promote the special interest vehicle hobby by:

- A. Planning and regulating club sanctioned events and activities for club members.
- B. Encouraging safe and skillful driving through the application of Care, Courtesy, and Common Sense.
- C. Participating at safe, supervised, and sanctioned tracks and events.
- D. Holding or supporting civic-minded and public service activities.

## **Article II Membership**

### **Section 1. Membership Categories.**

There shall be three categories of membership:

- A. General membership
- B. Honorary membership
- C. Lifetime membership

The term "member" hereafter shall refer to all categories, General, Honorary, and Lifetime unless otherwise specified in the text.

### **Section 2. General Membership.**

General membership shall be open to anyone who has a sincere interest in any aspect of special-interest vehicles, events and activities, i.e. car cruises, rallies, art and photography, restoration, car show activities, etc.

General membership commences upon payment of annual dues.

### **Section 3. Honorary membership.**

Honorary membership shall be open to anyone meeting the following criteria:

- A. Any non-club member who has performed an act of selflessness during a significant event, in or outside of club activities, which greatly impacted the Tri-Lakes community and enhanced the image of the Tri-Lakes Cruisers club, and its membership may be conferred an honorary member for the next calendar year.
- B. Upon verbal recommendation of one member, seconded by another member, and by a simple majority vote at the annual meeting, honorary membership can be conferred on

any person who meets the criteria for honorary membership. The member shall receive an invitation to a regular meeting to receive this temporary honor and a gift from the club.

#### **Section 4. Lifetime Membership.**

Lifetime membership shall be open to anyone who reaches the honorable and wise age of 80 years. This includes new members of the club who are 80 years old or greater.

#### **Section 5. Annual Dues.**

- A. The annual-due amount shall be established at the Annual Meeting.
- B. Dues are active beginning in January, and payable on or about January 1<sup>st</sup> but no later than March 31<sup>st</sup>.
- C. No portion of paid dues is refundable.

### **Article III Officers**

#### **Section 1. Titles.**

- A. The officers of the Tri-Lakes Cruisers shall be:
  - a. President
  - b. Vice-President
  - c. Secretary
  - d. Treasurer
- B. These officers, collectively, are the executive committee and shall perform the duties prescribed by these bylaws and the parliamentary authority, found at Article VIII of this Charter, as adopted by the Tri-Lakes Cruisers.

#### **Section 2. Election and term.**

- A. The officers shall be elected by majority vote to serve a term length of one year.
- B. The term begins January 1st and ends December 31st of the calendar year.

#### **Section 3. Restrictions and liability.**

- A. No member shall hold more than one office at a time unless other applicants are not available.

- B. Officers of the Tri-Lakes Cruisers will not be held personally liable for events or activities sanctioned or supported by the club.

#### **Section 4. Vacancies.**

- A. Should officers resign or become unable to hold office before the end of their elected term, the vacancy shall be filled immediately, through a majority vote, by the Board of Directors.
- B. The office of the President becoming vacant is an exception to this rule and shall be filled immediately by the Vice-President.

### **Article IV Duties of Officers**

#### **Section 1. President**

The President shall be the Chief Executive of the club and shall:

- A. Be the face and spokesperson of the club in public appearances, events, and engagements.
- B. Chair club meetings.
- C. Prepare, prior to each meeting, an order of business for the use of the presiding officers (executive committee) showing in the exact order under each heading all matters known in advance that are due to come before membership.
- D. Open the meetings at the appointed time by taking the chair and calling the meeting to order, having ascertained that a quorum, as determined by the executive committee, is present.
- E. Announce in proper sequence the business that comes before the assembly or becomes "in order" in accordance with the prescribed order of business, agenda, or program.
- F. Recognize members who are entitled to the floor.
- G. State and put to vote all questions that legitimately come before the assembly as motions or that otherwise arise during proceedings (except to questions that relate to the presiding officer, him or herself, in the manner noted in parliamentary law).
- H. Announce the result of each vote.
- I. If a motion that is not in order is made, rule it out of order.
- J. Protect the assembly from frivolous or dilatory motions by refusing to recognize them.
- K. Enforce the rules relating to debate, order, and decorum within the assembly.
- L. Expedite business in every way compatible with the rights of members.
- M. Decide all questions of order, subject to appeal, unless, when in doubt, he or she prefers to submit questions to the assembly for decision.

- N. Respond to inquiries of members relating to parliamentary procedure or information bearing on the business of the assembly.
- O. Authenticate, by his or her signature, when necessary, all acts, order, or any proceeding of the assembly.
- P. Declare the meeting adjourned when the assembly votes for adjournment, or where applicable, at the time prescribed in the program or at any time in the event of a sudden emergency affecting the safety of those present.
- Q. Perform any other appropriate duties as required.

## **Section 2. Vice-President.**

The Vice-President shall:

- A. Perform the duties of the President in his or her absence.
- B. Coordinate the planning and execution of the club's Annual Benefit Car Show providing oversight and guidance to the many sub-committees of the Annual Benefit Car Show Committee.
- C. Directly perform the actions required to complete the objectives of the Location and City Approval Sub-committee within the Annual Benefit Car Show Committee.
- D. Recruit volunteers or select persons to form a competent car show planning staff to assist him or her in the performance of his or her duties.
- E. Ensure appropriate committee assignments and planning for all other club events, activities, internal functions, and promotions or publicity.
- F. Supervise all event chairpersons to ensure smooth, well-run events that conform to established guidelines and in keeping with the club's professional and respectful image.
- G. Act as liaison between committee chairpersons and the Board of Directors in respect to securing financial, and other approvals when required, for events and functions.
- H. Perform any other appropriate duties as required.

## **Section 3. Secretary.**

The Secretary shall:

- A. Keep minutes of all proceedings of the assembly.
- B. Keep the organization's official membership roll and call the roll when required.
- C. Make the minutes/records available to the membership.
- D. Have on hand at each meeting a list of existing committees and their members.
- E. Maintain records of the bylaws, amendments, and minutes.
- F. Have the current records available at every meeting.



- G. In the absence of the President and the Vice-President, shall call the meeting to order, and preside over it.
- H. Manage the Post Office box and keys periodically checking for mail and distributing as appropriate.
- I. Chair the Communications Committee to ensure proper tracking and communications, the welcome letter; membership list and ensure proper tracking of approved honorary/lifetime members.
- J. Maintain an inventory of all club property and location(s).
- K. Perform any other appropriate duties as required.

#### **Section 4. Treasurer.**

The Treasurer shall:

- A. Have custody of all financial obligations concerning the Tri-Lakes Cruisers, e.g. invoices, statements, receipts, etc.
- B. Receive all funds for the club, such as dues, registrations, and/or donations, to be deposited in the club accounts.
- C. Pay all club debts upon approval of the Board of Directors.
- D. Ensure that all governmental filings are completed after approval by the Board of Directors.
- E. Sign, in the name of Tri-Lakes Cruisers, all orders for payment of money and purchase orders, which shall be countersigned by the President as required.
- F. Provide sufficient club funds for making change when necessary.
- G. Give a report on the financial status of the club at the monthly membership meetings, any Board of Directors meetings, and the annual financial summary at the annual meeting.
- H. Not incur any obligation, debt, or any other liability without the specific approval of the Board of Directors.
- I. Maintain coordination with the Communications Committee, chaired by the Secretary, for membership information on all the general members paid in full to ensure accounting matches the membership roll.
- J. Perform any other appropriate duties as required.

### **Article V Meetings**

#### **Section 1. Regular meeting.**

- A. The regular meeting is held in the first week of each month unless otherwise directed by the Executive Committee.

## **Section 2. Annual meeting.**

- A. The regular meeting in November shall be known as the Annual Meeting.
- B. The Annual Meeting is reserved specifically for:
  - a. Electing Tri-Lakes Cruisers club officers.
  - b. Selecting standing committee chairpersons and members.
  - c. Other business as time allows.

## **Section 3. Special meetings.**

- A. A meeting may be called by the President or by the Board of Directors as deemed necessary.

## **Section 4. General meeting rules.**

- A. A quorum shall be determined, at each meeting, by the executive committee.
- B. There will be one vote per member household in all voting procedures.
- C. No alcohol is permitted at the monthly club meetings.

# **Article VI Board of Directors**

## **Section 1. Board members.**

- A. The current officers of Tri-Lakes Cruisers and the most recent past President shall constitute the Board of Directors.
- B. The current past President shall chair the Board of Directors.

## **Section 2. The Board of Directors shall.**

- A. Have general supervision of the affairs of the Tri-Lakes Cruisers between business meetings.
- B. Fix the time and place of the Board of Directors meetings.
- C. Make recommendations to the membership.
- D. Perform such other duties as are specified in these bylaws.
- E. Be subject to the orders of the membership.
- F. Ensure actions of the Board of Directors do not conflict with actions taken by the membership.

### **Section 3. Board meetings.**

- A. Unless otherwise ordered by the Board of Directors and published in advance, meetings of the Board of Directors shall be held in the first week of the month when deemed necessary.
- B. All Board of Director meetings are open to any member of the Tri-Lakes Cruisers who may attend and be heard. However, only members of the Board of Directors may make, second, and vote upon motions before the Board.
- C. Special meetings of the Board of Directors may be called by the Chairperson.

## **Article VII Committees**

### **Section 1. Committee Formation.**

There shall be committees established by the Executive Committee as required.

- A. Such committees shall be appointed by any Executive Committee member or by the Board of Directors as required to carry on the work of the club.
- B. The President shall be an ex-officio member of all committees except for the Nominating Committee.
- C. Committee volunteers will not be held personally liable for events or activities sanctioned or supported by the club. Importantly, all current progress and new initiatives of the committees will be presented to the regular meeting attendees as required.

### **Section 2. Committees.**

The club committees are as follows:

- A. Nominating Committee
- B. Annual Benefit Car Show Committee
- C. Communications Committee
- D. Bylaws Committee
- E. Other Committees as required

### **Section 3. Committee design and guidelines.**

- A. Nominating Committee
  - a. At the regular meeting held in October, a Nominating Committee shall be selected by the membership.
  - b. It is the duty of this committee to nominate candidates for club officers.

- c. The Nominating Committee shall report their nominations to the Secretary in October. The Secretary shall also report the nominations at the annual meeting in November for a floor vote.

#### B. Annual Benefit Car Show Committee

- a. At the regular meeting, held in January, an Annual Benefit Car Show Committee shall be selected.
- b. The Vice-President shall be the committee chairperson.
- c. Sub-committees within this committee are required and sub-committee leaders should also be selected. Sub-committees include, but are not limited to:
  - i. Location and City Approval Sub-committee. The Vice-President is directly responsible for this action.
  - ii. Marketing and Public Relations Sub-committee
  - iii. Sponsors and Prizes/Gifts Sub-committee
  - iv. Judging and Trophies Sub-committee
  - v. Registration and Awards Presentation Sub-committee
  - vi. Vendor, Sound, and Services Sub-committee
  - vii. Parking and Route Barricade Sub-committee
  - viii. Other sub-committees as deemed necessary by the Vice-President

#### C. Communications Committee

- a. The Secretary is the committee chairperson.
- b. This committee will manage all club matters related to membership tracking and communication.
- c. This committee will maintain regular communication with the Secretary regarding the members paid in full.
- d. The Webmaster is a member of the Communications Committee.
- e. The Tri-Lakes Cruisers webmaster or designee will work with the Secretary or other members of the Executive Committee as required.
- f. The Webmaster shall ensure no commercial; retail products or services be allowed on the club's social media.
- g. The club may promote sponsors on the club social media.
- h. The committee will coordinate, with executive committee approval, all public relations articles for release through official publications.

#### D. Bylaws Committee

- a. At the regular meeting, held in January of the Bylaw review year, a Bylaws Committee shall be selected by the membership.

- b. It is the duty of this committee to conduct an official review of the club bylaws every two years.
  - c. This committee shall manage the bylaws amendment process as described in Article IX of these bylaws.
  - d. Amendments presented may be approved by the Board of Directors as required.
  - e. This committee shall coordinate the signing of the new bylaws every two years, amended or not, for official club records and distribution to the membership.
- E. Committees as required. The club officers shall have the authority to establish committees as needed within his or her area of responsibility.
- a. Additional events can be presented for consideration at the regular meetings.

## **Article VIII Parliamentary Authority**

### **Section 1. Rules.**

The rules contained in the current edition of Robert's Rules of Order, newly revised, shall govern the Tri-Lakes Cruisers in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the membership may adopt.

## **Article IX Amendment of Official Charter and Bylaws**

### **Section 1. Charter and Bylaws Amendment Process and Guidelines.**

The Tri-Lakes Cruisers Car Club official charter and bylaws changes are made according to the following:

- A. The Tri-Lakes Cruisers official charter and bylaws may be amended as required.
- B. The Bylaws Committee will accept, and keep a record of, comments for revision at any time, however, the suggested changes will not be incorporated unless approved by the Board of Directors.
- C. The Board of Directors' approved version of the amended bylaws shall be provided in writing to the membership.

## **Article X Tri-Lakes Cruisers Official Logo**

### **Section 1. Usage of Tri-Lakes Cruisers official logo**

- A. The Tri-Lakes Cruisers logo shall be displayed on any and all Tri-Lakes Cruisers events, activities, publications, promotions, or any and all other references to the Club including but not limited to printed and on-line media.
- B. Logo



**Tri-Lakes Cruisers Car Club: Charter and Bylaws Signatories**

\_\_\_\_\_, Bylaws Committee Chair \_\_\_\_\_  
James Nab Date

\_\_\_\_\_, Bylaws Committee Member \_\_\_\_\_  
David Whitlock Date

\_\_\_\_\_, Bylaws Committee Member \_\_\_\_\_  
Bill Beeson Date

\_\_\_\_\_, Bylaws Committee Member \_\_\_\_\_  
Stephen Wilson Date

\_\_\_\_\_, Bylaws Committee Member \_\_\_\_\_  
Glenn Whiteside Date

\_\_\_\_\_, Bylaws Committee Member \_\_\_\_\_  
Andy Houck Date