

# BYLAWS

Adopted \_\_\_\_\_  
Name of region  
Date and place of adoption

## ARTICLE 1

### Name, Purpose, and Emblem

- 1.1 The name of the Club shall be the \_\_\_\_\_ an affiliation of National Dodge Brothers Club, Inc (DBC). Name of region
- 1.2 The mission of \_\_\_\_\_ is the research and preservation of Dodge Brothers vehicles and Graham Brothers Commercial vehicles built 1914-1938. Additional goals are (a) to make available a closer relationship between DBC members who live in the same geographical location, and (b) to aid in the sharing of information, assistance, and parts for Dodge Brothers/Graham Brothers vehicles. Name of region
- 1.3 Unless modified the \_\_\_\_\_ logo is the same as that used by the DBC. Name of region
- 1.4 The \_\_\_\_\_ is authorized and granted a right of affiliation by the Board of Directors of the DBC. The right to revoke such affiliation is held by the same board. Name of region
- 1.5 The \_\_\_\_\_ elects to take advantage of the national DBC liability insurance. Name of region
- 1.6 The \_\_\_\_\_ will abide by all by-laws of the DBC. Name of region

## ARTICLE 2

### Membership and Dues

- 2.1 Full \_\_\_\_\_ membership is open to all persons who are current members in good standing with DBC. Name of region
- 2.2 Dues for membership shall be fixed by a unanimous vote of the membership.
- 2.3 Ownership of a Dodge Brothers or Graham Brothers vehicle is not a prerequisite for membership.
- 2.4 Unless otherwise ordered the first annual meeting of members shall take place at the first organized meet in the fiscal year for the purpose of collecting dues, receiving reports of officers and committees, installation of Officers and any other business that may arise. If necessary, additional membership meetings may be called by the President or upon petition of ten (10) or more members.
- 2.5 A quorum for the transaction of all business at annual or general membership meetings shall not be less than 51% of the members present.
- 2.6 If membership dues remain unpaid 30 days after written notification, that membership will be considered to be "not in good standing".

## ARTICLE 3

### Officers

- 3.1 The \_\_\_\_\_ shall be governed by a President, Secretary, and Treasurer. Terms of office shall be two years. Elections will be staggered with the President, and Secretary being elected in odd years. Name of region
- 3.2 All officers may succeed themselves only once consecutively following the adoption of these bylaws. For purpose of implementing these bylaws, the current officers are as currently elected
- 3.3 All elected officers shall serve until succeeded by election and shall retain their chairs until the installation of their successors at the first Annual General Meeting.
- 3.4 No person shall be elected or appointed to fill any vacancy who has not been a member in good standing for at least three hundred sixty-five (365) days from membership acceptance.
- 3.5 Members may submit nominations any time prior to or during the annual meeting.
- 3.6 Should any elected position become vacant, the remaining officers shall appoint a person to fill the balance of the unexpired term.

- 3.7 At meetings, a majority of fifty-one (51) percent of the members present shall constitute a quorum.
- 3.8 The Officers are empowered to conduct the business of the \_\_\_\_\_ in accordance with the purpose and aims of the DBC and \_\_\_\_\_ **Name of region** in conformity with its bylaws.

## ARTICLE 4

### Duties of Officers

- 4.1 The President shall preside at all meetings. The President, with the Secretary and the Treasurer, shall sign all bylaws and other documents requiring the signatures of the officers of the Club. The President shall not vote except to break a tie for any business of the \_\_\_\_\_ **Name of region**. The President and Secretary shall both be empowered to sign all checks in the event of any disability of the Treasurer.
- 4.2 The Secretary or designated representative shall (a) Attend all meetings of the members; (b) Record all votes and all minutes of all proceedings, in the books of the Club; (c) Give, or cause to be given, notice of all pending meetings of the members, (d) Perform all duties incident to the office as required, and (e) notify member "not in good standing" of delinquent dues on or after the first of January each year.
- 4.4 The \_\_\_\_\_ **Name of region** President, or designate, may attend and have a singular vote at all Board of Director meetings of the DBC.
- 4.5 Treasurer: Shall (a) Have general supervision of all finances of the \_\_\_\_\_ **Name of region**; (b) Keep full and accurate accounts of receipts and disbursements in books belonging to the Club; (c) Deposit all monies and other assets in the name and to the credit of the \_\_\_\_\_ **Name of region**, in such depositories as may be designated or approved by the members. (d) Maintain a data base of NWDBC paid membership. (e) Present reports of the \_\_\_\_\_ **Name of region** membership and financial status to DBC and Club officers as required. (f) Collect dues; and (g) Prior to February 15 of the past fiscal year submit to the Federal Internal Revenue Service financial records, as stipulated by federal law, for the preceded October 1-September 30 time period.

## ARTICLE 5

### Committees

- 5.1 The President may establish committees deemed necessary for the conduct of the \_\_\_\_\_ **Name of region** business. In event such a committee is established it shall be the responsibility of the President to appoint a Committee Chairperson. Such Chairperson, then, shall be responsible for the selection of his/her committee from the membership

### Audit

## ARTICLE 6

- 6.1 An audit of all financial records of the \_\_\_\_\_ **Name of region** shall be at the discretion of the President or by request of a quorum of the membership.
- 6.2 This audit shall be performed by two (2) members of the Club appointed by the President. They shall file a final report at the next annual meeting.

ARTICLE 7

Assets

- 7.1 For carrying out the purpose of the stated objectives the \_\_\_\_\_ may collect dues. **Name of region**
- 7.2 The \_\_\_\_\_ does not intend to lease or acquire property... **Name of region**
- 7.3 The \_\_\_\_\_ accepts all provisions stipulated under the terms granted to DBC, for tax exempt status under the terms listed by the Internal Revenue Service, Section 501(c)3 **Name of region**

ARTICLE 8

Indemnification of Officers

- 8.1 No person acting in his or her capacity as an officer-or member of any committee, or otherwise acting under the direction of any officer shall be liable for his or her official acts unless such act or acts were the result of willful misconduct. The membership shall take appropriate action to effect the intention of the preceding declaration by defending, reimbursing, indemnifying, or exonerating such person or persons, their heirs, assigns, or legal representatives; against whom any claim is made or any legal action is begun or threatened. If the person involved is an Officer, he or she shall have no vote in determining what course of action is to be taken by the membership in this particular case.

ARTICLE 9

Dissolution

- 9.1 In the event that the active members of the \_\_\_\_\_ elect to terminate, all assets will become the property of DBC. **Name of region**

ARTICLE 10

Fiscal Year

- 10.1 Fiscal year and membership year of the \_\_\_\_\_ shall be October 1 through the following September 30. **Name of region**

ARTICLE 11

Insurance

- 11.1 Liability insurance maintained by DBC is a benefit provided to \_\_\_\_\_ . Protection is provided for claims arising out of either **Name of region** bodily injury or property damage suffered a member of the public due to negligence on the part of \_\_\_\_\_ or the DBC during a scheduled event. **Name of region**
- 11.2 All participants in a \_\_\_\_\_ event with a vehicle must have **Name of region** personal liability insurance on that vehicle with regard to bodily injury, property damage, and medical payments and under insured/uninsured coverage. Automobile insurance is the responsibility of the owner of the vehicle.
- 11.3 Non-members of the \_\_\_\_\_ may ride in a vehicle driven in a Club event. **Name of region**
- 11.4 Officers' liability insurance is available to the \_\_\_\_\_ through the DBC. **Name of region**

ARTICLE 12

Amendments

12.1 Amendments to these by-laws may be proposed by any member of the \_\_\_\_\_ by submitting the same to the President in writing. The \_\_\_\_\_ **Name of region** membership after due discussion, shall vote on the amendment. If passed by the general membership the amendment will be incorporated into the \_\_\_\_\_ by-laws by \_\_\_\_\_ **Name of region** the Secretary. A two-thirds vote of the members voting shall be necessary to pass any proposed amendment. Amendments so approved shall take effect immediately unless any provision of these by-laws or the Articles of Incorporation would require an effective date at some other time.

Signatures:

**PRESIDENT**

\_\_\_\_\_  
**Name of President (Print)**

\_\_\_\_\_  
**Name of President (Signature)**

President, \_\_\_\_\_  
**Name of region**

Date: \_\_\_\_\_

**SECRETARY**

\_\_\_\_\_  
**Name of Secretary (Print)**

\_\_\_\_\_  
**Name of Secretary (Signature)**

Secretary, \_\_\_\_\_  
**Name of region**

Date: \_\_\_\_\_

**TREASURER**

\_\_\_\_\_  
**Name of Treasurer (Print)**

\_\_\_\_\_  
**Name of Treasurer (Signature)**

Treasurer, \_\_\_\_\_  
**Name of region**

Date: \_\_\_\_\_