

CORVETTE CLUB OF NORTHERN VIRGINIA
BY-LAWS
September 2023

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ARTICLE I - NAME AND PURPOSE

Section 1. Name

This organization shall be known as the Corvette Club of Northern Virginia.

Within these By-Laws, the Corvette Club of Northern Virginia may be known as "CCNV" and or "the Club."

The mailing address shall be Post Office Box 3458, McLean, VA 22103.

Section 2. Purpose and Objective

The purpose and objective of the CORVETTE CLUB OF NORTHERN VIRGINIA shall be to:

- Promote the ownership of Chevrolet Corvettes and safe motoring.
- Foster a positive image of Corvette owners and Corvette enthusiasts.
- Provide CCNV members with opportunities to participate in charitable, sporting, and technical events based on their ownership of America's only true sports car, the Chevrolet recreational, social Corvette.

ARTICLE II - OFFICERS AND THEIR RESPONSIBILITIES

Section 1. CCNV Elected Officers

CCNV membership shall nominate and elect five Board Directors, known as the BOARD, to serve in the following positions, The President, Vice President, Secretary, Treasurer, and Officer-at- Large.

As elected officials, the Officers are expected to represent the will of the club members.

Nominations and elections will be made in accordance with the provisions of Article V of these by-laws.

Section 2. Term of Office

The term of office shall consist of one year, starting January 1st and ending December 31st. Elected officers may serve no more than three consecutive full terms in a particular office. A full term is defined as greater than 6-months. Officers elected via special election during the first 6-months of the calendar year shall be credited as serving a full term, while Officers elected after 6-months shall be credited as completing the vacated position.

Section 3. Officers Responsibilities

The Officers are solely responsible for all club corporate matters, including a) finance, banking, and related financial decisions, b) contracts and major purchases, c) legal matters, d) insurance, e) club structure and organization (creating and dissolving committees), f) nomination and appointment of governors and committee chairs, and g) expulsion of club members or council members.

The BOARD shall make decisions via majority vote (three or more Officers). At least four Officers must participate in a decision vote (except for expulsion votes, which require all five Officers present and in-person). Officer voting can be either during a formal meeting or an ad hoc meeting. Voting can be in-person, or over telephone, email, Zoom (video teleconferencing) or other forms of communications. All voting activities that are not during a formal meeting shall be recorded at the next Board of Directors meeting by the Secretary. Parliamentary rules do not apply to Officer voting.

Section 4. President

The President shall conduct all official meetings and oversee all official CCNV functions and activities. The President shall be aware of, and responsible for, all official CCNV correspondence. Along with the Treasurer, the President shall have signature authority on the Club checking account, access to any Club safety deposit or post office box, and access to any Club credit/debit card; signature authority shall not reside with individuals who are related, e.g., spouse, parent, sibling. The President shall greet all new members and applicants. If an elected officer leaves the CCNV for any reason, the President shall instruct the Officer-at-Large to temporarily fill the vacated position for a period not to exceed 90 calendar days. If the next scheduled election is not within 90 calendar days, the President shall schedule a special election to fill the vacated position. The President shall assist the Vice President in ensuring that all appointed committee groups are carrying out their responsibilities and will assist them when necessary. The President is expected to attend CCNV functions and activities to the maximum extent possible

Section 5. Vice President

The Vice President shall assume the duties and responsibilities of the President whenever the President is unable or incapable of performing in that office. The Vice President shall oversee the activities of all CCNV committees. The Vice President is expected to attend CCNV functions and activities to the maximum extent possible.

Section 6. Secretary

The Secretary shall record the minutes of all CCNV meetings and keep an accurate written or electronic file copy of those minutes for future reference. The Secretary is responsible for the preparation of all official correspondence and any other material deemed necessary by CCNV. Examples of these materials include: CCNV business meeting minutes, Council minutes, and any attached Treasurer's Reports, and the by-laws. The Secretary shall securely preserve all records and correspondence of value and transfer these materials to his or her successor upon the expiration of the Secretary's term of office. The Secretary is expected to attend CCNV functions and activities to the maximum extent possible.

Section 7. Treasurer

The Treasurer shall be responsible for the receipt, care, and disbursement of CCNV funds. At the end of each month, the Treasurer shall prepare a monthly financial report which shall be made available at the monthly business meeting and at

Council meetings. Along with the President, the Treasurer shall have signature authority on the Club checking account, and access to any Club credit/debit card. The Treasurer shall deposit all funds within ten calendar days of receipt. The Treasurer is expected to attend CCNV functions and activities to the maximum extent possible.

Section 8. Officer-At-Large

The Officer-At-Large shall be familiar with the duties and responsibilities of all CCNV officers to be able to temporarily (not to exceed 90 calendar days) assume those duties whenever necessary. The Officer-At-Large shall act as Parliamentarian at meetings. The Officer-At-Large is expected to attend CCNV functions and activities to the maximum extent possible.

Section 9. Approval of Reimbursements

A. General: The BOARD shall decide if and how much reimbursement of expenses shall be made for a planned function. The amount will be paid out of the treasury when approved and supported by receipts or other documentation. Chairpersons are authorized to spend a maximum of \$100.00 per event on previously authorized activities without prior BOARD approval. Reimbursements must be approved by at least three Officers.

B. President: The President is primarily responsible for ensuring that the interests and business of the CCNV are conducted in a cost-efficient and timely manner in accordance with the club vision, goals, and objectives established and approved by the BOARD at the beginning of each year. As such, the President is authorized to either personally spend or delegate the expenditure of a maximum of \$500.00 without prior BOARD approval provided the expenditure is within the approved budget. Should an emergency arise requiring expenditures outside the approved budget, the President may call for an emergency vote of the Board through any communication means necessary. Such approvals will be included in the minutes of the next Council meeting (see Article IV, Council). The President shall document all expenditures and submit a record of these expenditures to the Treasurer not later than the next regularly scheduled BOARD meeting.

Section 10. Membership Termination

A. Authority: The BOARD has sole responsibility to expel any club member, governor, Council, or committee chair via majority vote.

B. Grounds for Expulsion: Expulsion from the club or COUNCIL shall be considered for: violation of CCNV by-laws; conduct unbecoming a member of the CCNV; or failure to satisfactorily perform the duties of their office.

C. Vote: The Board will convene a special meeting to review the circumstances of a proposed expulsion. A motion to expel must receive an affirmative vote from a minimum of four Officers. Any member facing expulsion has the right to address the BOARD before a vote is taken. All five Officers must be present to conduct the vote. The accused member will be required to be absent during the vote.

ARTICLE III - GOVERNERS AND THEIR RESPONSIBILITIES

Section 1. Responsibilities, Appointment and Term

The Governors shall be nominated and appointed by the BOARD not later than January 1 of each year. The BOARD shall formally confirm appointments, via majority vote, each year.

The Governors provide interfaces to organizations external to the CCNV and are required to establish long-term relationships. The Governor positions have a 7-year term limit. The Governor term limit can be extended by a BOARD majority vote. Term limits are encouraged to foster greater club member participation in Governor positions.

Section 2. National Council of Corvette Clubs (NCCC) Governor

The NCCC Governor shall serve as the CCNV's official NCCC representative. The NCCC Governor is expected to attend CCNV functions and activities. The NCCC Governor shall perform the following duties:

- Represent CCNV at all NCCC meetings.
- Communicate NCCC goals, objectives, and membership benefits to CCNV members and explain NCCC requirements placed on the club.
- Coordinate with the Treasurer and Membership Committee chairperson to ensure that NCCC dues are timely submitted.
- Work with the newsletter editor and webmaster to ensure that NCCC event information is published in a timely manner.
- Coordinate the receipt and distribution of NCCC materials to NCCC members within CCNV.
- Coordinate with the appropriate committee chairpersons to ensure that CCNV sponsored NCCC events adhere to NCCC regulations.

Section 3. NCM Ambassador

The purpose of the National Corvette Museum Ambassador is to provide the CCNV a two-way communication link to the National Corvette Museum (NCM). This program provides several opportunities to offer support through participation and involvement in the functions of the Museum.

The NCM Ambassador shall act as the liaison of that club/organization to the National Corvette Museum. The NCM Ambassador will have a distinct interest in the success and future of the Museum and be at least an active Individual member of the NCM.

The NCM Ambassador's mission shall be that of receiving and disseminating the most current and correct information from the Museum, and to convey that information to their local Corvette club/organization. The Ambassador will act as a museum representative to promote and solicit support for the museum through promotional activities and encourage other Corvette enthusiasts to join the

Museum. Additionally, the Ambassador will be the voice of the Corvette club/organization, communicating concerns, ideas, and suggestions to the NCM.

Section 4. Primary Sponsor Liaison

The Sponsor Liaison shall be responsible for the primary interface between the CCNV and primary club sponsor. Duties shall include coordinating meetings, events, charities, and other activities between the CCNV and sponsor.

ARTICLE IV - COUNCIL

Section 1. Council Composition

The COUNCIL shall consist of all CCNV Officers, Governors, the immediate past President, Permanent and Assigned Committee Chairpersons, and appointed positions.

Section 2. Appointment and Term

The BOARD shall solicit volunteer committee chairpersons from the CCNV membership immediately following elections in November. The Committee Chairpersons shall be formally nominated and appointed by the BOARD not later than January 1 of each year. The BOARD shall formally confirm appointments, via majority vote, each year.

Chairpersons shall only serve as one Permanent or Assigned Committee chairperson. Committee chairpersons shall have familiarity with and enforcement of CCNV rules and practices pertaining to their subject areas. Elected officers and Governors shall not serve as Permanent or Assigned Chairperson.

The Chairperson positions have a 3-year term limit. The Chairperson term limit can be extended by a BOARD majority vote. Term limits are encouraged to foster greater club member participation in COUNCIL positions.

Section 3. Council Responsibilities

The COUNCIL shall be responsible for club functional matters, including a) newsletter, b) social media, c) webmaster, d) club history, e) membership, f) new member approval, g) social activities coordination, h) charities and donations, and i) all activities, events, car shows, competitions, fund raising, etc.

COUNCIL advisory decisions shall be determined by a majority vote of Council members present at the meeting. A majority of the Council members must be present to conduct a vote. COUNCIL voting and decisions can occur at both formal Council meetings and General Business Meetings.

Chairpersons are responsible for scheduling, organizing, and overseeing all committee functions and activities. They shall submit a preliminary cost estimate to the BOARD for each planned activity at the January Council meeting. A more detailed cost estimate shall be submitted to the BOARD for final approval at least 30 days prior to the scheduled event. Receipts must be submitted to the Treasurer if reimbursement is expected from the Treasury. Each chairperson shall take responsibility (when applicable) for the following actions:

- Responsible for marketing and promoting their event.
- All Committee Chairpersons shall coordinate (when applicable) with Social Events Committee, Social Media Committee, Newsletter Editor, and the Webmaster to ensure proper and timely advertisement of upcoming events.
- Planning to ensure an adequate number of workers are present to conduct events.
- Proper use and safeguarding of all CCNV equipment used during the event.
- Executing NCCC requirements as applicable.
- Submission of a newsletter article or a report on their event to the Newsletter Editor within 10 days after the event.

Section 4. Approval of Membership Applications

A. General: The COUNCIL shall consider and vote on applicants for membership. A valid application consisting of a signed application and payment of the initiation fee must be submitted to the Membership Chair; and applicant attendance at two club events must have occurred before membership is considered.

B. Vote: A minimum of five Council members must vote on an applicant. To be approved, the applicant must receive an affirmative vote of at least 80% of the voting Council members. Any Council member may immediately request a second vote to be held at the next Council meeting for any applicant receiving a negative vote. COUNCIL membership approval voting can be either in-person or ad hoc via email, telephone, Zoom or other form of communication.

C. Notification: After an affirmative vote on an applicant, the Vice President shall notify the Secretary, Treasurer and Membership Committee Chairperson within five calendar days of such approval. After a final negative vote on an applicant, the Vice President shall notify the Membership Committee Chairperson within five calendar days.

ARTICLE V – COMMITTEES AND DUTIES

Section 1. Permanent Committees

The CCNV Council shall have six permanent committees that are composed of a chairperson, and optionally, committee members who are responsible for the committee's operations. The COUNCIL shall review all events proposed by a committee. The permanent committees are: Membership; Newsletter; Social Events; Social Media; Website; and Historian.

Section 2. Assignment of Committees

The BOARD may create Assigned Committees in addition to the six Permanent Committees to accommodate new or emerging club needs, discrete events, e.g., Corvettes at Carlisle, Annual CCNV Car Show, Club Banquet, et.al., changes in club activities, or to accommodate changes in club interests. Assigned committees do not have time or term limits and remain in existence until they are

no longer required, applicable, or no longer of interest to club members. The BOARD shall vote to dissolve an Assigned Committee when it is determined that it is no longer applicable, valid, or required.

Assigned Committees and assigned committee chairpersons are Council members and have the same authority and responsibilities as Permanent Committee chairpersons.

Section 3. Temporary Committees

The BOARD may call for a temporary committee to be established if a special short-term project requires coordination or chairperson leadership. Temporary Committees could include, but not limited to a) banquets, b) car shows or events, or c) races or other competitive events.

Section 4. Membership Committee

The Membership Committee is responsible for reporting membership statistics and to develop, maintain, and distribute information about the CCNV, including meeting and introducing prospective members, informing prospective members about the CCNV, and assisting prospective members with membership requirements.

The Membership Chairperson shall monitor and notify prospective members in a timely manner concerning their status during the initiation period, and of the COUNCIL's determination regarding their application for full membership and work closely with the Governor to assure that each NCCC application is processed.

The Membership Chairperson shall coordinate with the webmaster for incorporating dues rates within the membership payment section in accordance with dues rates approved by the COUNCIL. The Membership Chairperson shall send new members full membership invitation letter with website payment link and other payment options for both CCNV dues identified in Article X Section 6 and the current NCCC dues within ten calendar days of their acceptance into the CCNV. The Membership Chairperson shall ensure that annual dues renewal notices and reminders are mailed out or electronically transmitted to members by October 1st.

The Membership Chairperson shall maintain current CCNV member application forms, current CCNV application forms, a current list of all past and present CCNV members and make these lists readily available to all CCNV members.

CCNV Membership Chairperson shall be responsible for tracking collection of members' dues by November 1st of each year, and coordinate with Treasurer and NCCC Governor on submission of annual dues and applications to NCCC by December 1st each year.

The Membership Chairperson and NCCC Governor shall regularly (at least once per year), reconcile the CCNV and NCCC membership rosters and report membership discrepancies to the COUNCIL.

Section 5. Newsletter Committee

The Newsletter Chairperson (aka Editor) shall be responsible for editing, publishing, and maintaining the club newsletter. All CCNV members are encouraged to submit articles to the Newsletter Editor. All articles must be approved by the Newsletter Editor. The Newsletter Editor is responsible for ensuring that the newsletter is copyright compliant (Article XI, Section 2), compiled and electronically posted to the CCNV website at least one day prior to the monthly General Business Meeting.

Section 6. Social Events Committee

The Social Events Committee is responsible for scheduling, organizing, and overseeing CCNV calendar of social events such as the annual banquet, picnic, assisting as needed with cruises, charity events, and other social gatherings. The Social Events Committee also provides publicity outreach to other Corvette clubs, corvette/car related websites, and the public via literature/flyers, radio, television, and newspapers. Event Planners are also considered part of the Social Events Committee.

Social Events Chair: The Social Events Chair coordinates and promotes Club events internally and externally via non-social media publicity; the Chair is responsible for listing and updating upcoming Club events throughout the year, and informing membership of changes via email, and printed handouts at GBMs. Calendar updates are to be sent electronically to the newsletter Chair, the webmaster, and the social media chair for publication on the Facebook page. The Social Events Chair shall be the point-of-contact for event updates and will coordinate events to occur at a minimum of every two months. The Social Events Chair will actively promote Club events on car shows and civic websites, newspapers, television, radio stations, and vendors.

Event Organizer(s): For each event, one person (or two or more, as applicable for the event) shall serve as the Event Organizer. The Event Organizer shall plan the event, coordinate related activities, reserve facilities, publicize the event with the help of the Social Events Chair, and work with the Treasurer to establish a budget when needed, with CCNV Officer's approval.

Section 7. Social Media Chair

The Social Media Chair is responsible for managing the Club presence on social media and promoting the Club through social networking sites including Facebook, Instagram, Twitter, and other similar social media/community sites by posting any relevant CCNV or Corvette-related events, activities, articles, discussions, photos, and others as needed. The Chairperson shall manage CCNV's use/presence for such sites as SurveyMonkey, Dropbox, and motorsportsreg.com.

Section 8. Website Committee

The Chairperson (aka Club Webmaster) of this committee shall serve as Webmaster and shall exercise management and control of the CCNV website.

Additional members may be assigned to the Website Committee, as required, for day-to-day maintenance and content of the Website and the Forum, and who will have complete access to all databases and content of the site.

Duties of the Webmaster shall include, but not be limited to, the following:

- Reviews information on the CCNV website to assure accurate, timely, and copyright compliant (Article XI, Section 2) information is posted and represents the official club position.
- Reviews the design of web authors proposed pages to ensure overall professional appearance.
- Provides design and content guidance to web authors as needed.
- Adds updated and new webpages in a timely manner.
- Works with web service provider to resolve hardware and software problems associated with the website.
- Ensures links are operational and webpage errors are quickly resolved.
- Ensures that there is NO inappropriate information or content on webpages.

Section 9. Historian

The Historian shall serve as a liaison between technical and social aspects of the club with a focus on preserving the club history. This archive may be hard copy or soft copy, including but not limited to pictures, video, web content and newsletters. It shall also be the duty of the Historian to attend Council Meetings, create and offer trivia questions at the General Business Meetings and serve in administrative capacities as seen fit by the COUNCIL. The Historian (in conjunction with the Treasurer) shall assist in the ordering and sale/distribution of "Store Items" such as caps, shirts, decals, etc.

ARTICLE VI - TREASURY

Section 1. Fiscal Year

The fiscal year shall begin on April 1 and end on March 31.

Section 2. Financial Reports

The Treasurer shall compile a financial report on a monthly and annual basis. This report will include a roll forward showing the beginning balance, expenditures and deposits, and final balance, as well as budget vs. actual expenditures.

Section 3. Financial Records

The Treasurer shall maintain records of all funds spent and received for CCNV activities such as: parties, rallies, autocrosses, car shows, and memberships. Financial records may be reviewed by any dues-paying member. A review of the prior year's financial records shall be conducted between the outgoing Treasurer and the newly elected incoming Treasurer. This review shall be completed prior to February 15.

Section 4. Reimbursements

Any CCNV fund expenditures must be approved in advance by BOARD approval of the annual budget. Receipts must be submitted to the Treasurer before reimbursement is considered. The newly elected officers must obtain proper authorization from the club's financial institution within 30 calendar days of assuming office. The outgoing Treasurer will work with the incoming Treasurer to assist in a smooth transition in gaining access to all CCNV accounts, and the CCNV credit/debit card.

Section 5. Contracts

Contracts may be entered into for various purposes when the following conditions are met:

- The BOARD must review and approve the budget for the contract in advance.
- A written contract is provided in advance of any expenditure of CCNV funds.
- Two BOARD members, generally President and Treasurer, must review, agree to, and sign the contract.
- A copy of the contract, signed by all parties, shall be retained for club records by the Treasurer.

Section 6. Taxes, et.al.

The Treasurer and President shall be responsible for annual Federal and State tax filings, and Virginia Corporation Commission filings.

ARTICLE VII - ELECTIONS

Section 1. Regular Elections

A. Nominations: Nominees must be dues-paying members in good standing. Nominations for all offices shall be received during the regularly scheduled October and November business meetings. Notice of upcoming nominations shall be prominently displayed in the September and October newsletters. Nominations shall be closed at the adjournment of the October meeting and reopened at the November business meeting. Nominations shall be opened for each office, accepted, and closed.

B. Elections: Elections shall be held immediately after nominations are closed at the regularly scheduled November business meeting. Nominees shall be asked to remove themselves from the meeting area during the vote. Voting shall normally be accomplished through a show of hands, or a voice vote. All election results shall be immediately announced at the November business meeting and election results shall be prominently posted on the CCNV website and displayed in the January newsletter.

C. Special Elections: Special elections may be called by the BOARD at any time to fill a vacant CCNV elected office. Seven-day advance notice of an upcoming election shall be provided to the membership by special notice, in the newsletter

and/or on the CCNV website. The election shall be held at the next business meeting following a seven-day advance notice.

ARTICLE VIII - LIABILITY

Section 1. Personal Liability

All persons or corporations extending credit to, contracting with, or having any claim against the CCNV or its officers, shall look only to the funds and property of the CCNV for payment of any such contract or claim, or for payment of any debt, damage, judgment, or decree. Neither CCNV members nor CCNV officers, past, present, or future, shall be personally liable for any money that may be due to, or payable by, the CCNV.

Section 2. General Event Liability

The club shall provide General Event Liability insurance (i.e. Umbrella Insurance Policy) for club events and activities. The liability insurance shall be paid by the CCNV Treasury.

Section 3. Directors and Officer Insurance

The BOARD shall maintain Directors and Officer Insurance that covers board members. The cost of the insurance shall be equally divided between the five Officers.

ARTICLE IX - MEMBERSHIP

Section 1. Active Member

A. General: Active members are entitled to attend all CCNV and NCCC functions, hold CCNV offices, accumulate yearly NCCC points, vote in NCCC elections, and receive all other CCNV and NCCC benefits, both stated and implied.

B. Eligibility: To become an active member of the CCNV, an individual must:

- Own a Corvette.
- Possess a valid operator's license.
- Submit an application for membership and pay a non-refundable initiation fee upon submission of the application.
- Participate, during the four-month period immediately following the submission of an application for membership and payment of the initiation fee, in at least two CCNV functions. Unless waived by a majority vote of the COUNCIL, one of these functions must be a business meeting and one must be a non-business meeting event.
- Complete and submit a NCCC Application Form to either the Membership Chair or the Treasurer.
- The COUNCIL shall review membership applications and vote on acceptance within four weeks of their submission.

C. Responsibilities: To remain an active member, an individual must:

Pay annual dues for the following year, no later than November 1.

- Abide by the CCNV by-laws.
- Maintain ownership of a Corvette.

If an active member no longer owns a Corvette, the member should obtain another Corvette within six months. Failure to obtain another Corvette within this time period shall automatically result in the membership status converting to Associate Member ("Enthusiast") with no refund of membership fees.

Section 2. Spousal/Spousal Equivalent Members (SSE)

A. General: Spousal/spousal equivalent (SSE) members shall have all the privileges of an active member, including Permanent and Temporary Council appointments.

B. Eligibility: To become an SSE member of the CCNV, an individual must:

- Be a spouse or "significant other" to a dues-paying member in good standing of CCNV.
- Submit an application for membership and pay a non-refundable initiation fee upon submission of the application.
- Participate, during the four-month period immediately following the submission of an application for membership and payment of the initiation fee, in at least two CCNV functions. Unless waived by a majority vote of the COUNCIL, one of these functions must be a business meeting and one must be a non-business meeting function.
- Complete and submit a NCCC Application Form to either the Membership Chair or the Treasurer.

The COUNCIL shall review membership applications within four weeks of their submission.

C. Responsibilities: To remain an SSE member, an individual must:

- Abide by the CCNV by-laws.
- Join the NCCC and abide by the NCCC by-laws.

Section 3. Honorary Members

A. General: Honorary members may be appointed by a majority vote of the BOARD and are entitled to all the rights and privileges of active members. Honorary members' CCNV and NCCC dues are paid by the CCNV.

B. Eligibility: To become an honorary member of the CCNV, an individual must be an immediate past president of CCNV or have made an exceptional contribution to the CCNV.

Section 4. Associate Membership ("Enthusiast")

A. General: Associate members are entitled to attend all CCNV functions, and receive all other CCNV benefits, both stated and implied, with the following exceptions:

- Associate members are not required to own a Corvette.
- Associate members are eligible to be members of CCNV and are eligible to receive NCCC benefits.
- Associate members shall not hold CCNV or NCCC elected offices or committees.
- Associate members may accumulate yearly NCCC worker and competition points.
- Associate members are not eligible to vote in CCNV or NCCC elections.

B. Eligibility: To become an associate member of the CCNV, an individual must conform to all requirements for active membership (Article IX, Section 1).

Section 5. Annual Dues

A. CCNV Dues Assessment: The BOARD shall determine the appropriate amount of annual CCNV dues. The sole basis for this determination shall be the requirement to maintain the solvency of the CCNV.

B. Active Members: CCNV and NCCC dues for the prospective year must be paid in full prior to the 1st of November of each year.

C. SSE Members: CCNV and NCCC dues for the prospective year must be paid in full prior to the 1st of November of each year. SSE members shall be assessed dues equal to one-half of the CCNV's prevailing dues rate.

D. Honorary Members: NCCC dues for honorary members are paid in full by the CCNV.

E. Associate Members (Enthusiast): CCNV and NCCC dues for the prospective year must be paid in full, prior to the 1st of November of each year. NCCC dues for Associate members are the same as Active members.

G. Nonpayment of Dues: For NCCC purposes, Membership dues must be paid no later than November 1st of each year. The Membership Chairperson will bill each member not later than October 1st. Individuals who have not responded to this billing by November 1st will have their memberships terminated.

H. Rejoining Members: Previous members that left NVCC (or were terminated for failure to pay membership dues) may resubmit a club application. CCNV initiation fees shall be waived; however, NCCC initiation fees shall still apply.

I. Partial Year Membership: The dues paid run from January 1st to December 31st each year. Dues paid after September 1st are good for the balance of the current year and an automatic renewal for the new annual due's renewal period.

J. Active Members: CCNV members that also belong to NCCC through another NCCC member Club (and can provide proof of NCCC membership) will only be required to pay CCNV dues at both initiation and annual renewals.

Section 6. NCCC Dues

NCCC membership dues are added to member CCNV dues. Refer to the NCCC membership for current membership fees.

ARTICLE X - SPONSORSHIP

Section 1. Limitations

Dealership Club Sponsorship shall be limited to one primary Sponsor. CCNV's primary Club Sponsor will be selected by the BOARD.

Individual CCNV events may be sponsored by other organizations in addition to the Club Sponsor, e.g., Do-it-Yourself Shop Day or Track Event.

Section 2. Rights and Privileges

The CCNV primary Club Sponsor shall have all rights and privileges of associate members, with the following restrictions: they cannot hold office or vote on CCNV or NCCC matters.

Section 3. Support

All CCNV members are urged to patronize our Club Sponsor whenever possible. In addition, our Club Sponsor is urged to attend events, when possible, as well as to periodically contribute door prizes and offer discounts to members.

Section 4. Identification

The name of CCNV's Club Sponsor shall be printed in every copy of the newsletter, and be prominently displayed on the CCNV website, and displayed at each event, when possible. Event sponsors and/or other businesses and organizations which support CCNV events, at the discretion of the COUNCIL, may be acknowledged in the newsletter and/or on the CCNV website.

ARTICLE XI - NEWSLETTER AND WEBSITE

Section 1. Mandatory Information

The newsletter shall be written, edited, assembled, and distributed each month at least seven calendar days prior to that month's regularly scheduled business meeting. It shall be available both in print at general meetings as well as and posted on the CCNV website. It shall contain, at a minimum, the following:

- A cover containing the CCNV emblem and the official return address.
- A list of the current CCNV officers and all committee chairpersons.
- An article (minimum of one paragraph) describing each CCNV function which took place during the prior month.
- A "Calendar of Events" reserved for information on upcoming events (i.e., NCCC sanctioned events) of possible interest to CCNV members.
- A membership section that lists new applicants, new members, or states that no new applicants are currently under consideration.

Section 2. Additional Information

Additional information contained in the newsletter may include the following:

- Articles concerning Corvette maintenance, accessories, events, and other items of interest to members.
- Information of a classified nature (wanted/for sale) and advertising from members and sponsors.

The newsletter shall not include any material that is copyrighted or may require the owner's permission to publish (unless such permission is obtained in writing), political speech, or otherwise offensive material.

ARTICLE XII - MEETINGS

Section 1. Business Meetings

A. Time: The regularly scheduled business meetings shall be held on the fourth Tuesday of each month (except December). Normally, General Business Meetings start at 7:30 pm and are 1:30 hours in duration.

B. Venue: General Business Meetings are held jointly at the Club Sponsor's location and online (via Zoom or another video-teleconferencing medium). A specified date and location may also be determined by the COUNCIL.

C. Attendance: The General Business Meetings (GBM) are open to all members, sponsors, applicants, individuals interested in joining the CCNV, and invited guests, event sponsors and vendors.

D. Robert's Rules of Order: The rules contained in the current edition of Robert's Rules of Order shall govern all meetings to which they are applicable and in which they are not inconsistent with these By-Laws.

Section 2. Council Meetings

A. Time: The regularly scheduled council meetings shall be held on the second Tuesday of every month. Cancellation of meetings can be made by a majority of council members and should be reported at the business meeting or in the newsletter immediately before the council meeting. Normally, Council Meetings start at 7:00 pm and are 2:00 hours in duration.

B. Venue: Council Meetings are held jointly at the Club Sponsor's location and online (via Zoom or another video-teleconferencing medium). A specified date and location may also be determined by the COUNCIL.

C. Attendance: The Council members (Officers, Governors, and Committee Chairs) are expected to attend council meetings (to the degree practical). Council meetings are open to all CCNV members.

D. Robert's Rules of Order: The rules contained in the current edition of Robert's Rules of Order shall govern all meetings to which they are applicable and in which they are not inconsistent with these By-Laws.

Section 3. Board of Directors Meetings

A. Time: The Board of Directors meetings shall be held every quarter (every three months) at a time and date mutually agreed to by the Officers.

B. Venue: Board of Directors meetings shall be held in a forum mutually agreed to by the Officers (In-person or via Zoom or another video-teleconferencing medium).

C. Attendance: At least four Officers must be present at the Board meeting. Board meetings are normally closed to members; however, Officers may invite any member to attend.

D. Robert's Rules of Order: Parliamentary rules do not apply to Board of Director meetings.

ARTICLE XIII - CCNV BY-LAWS

Section 1. Maintenance

The Secretary shall be responsible for maintaining current copies of the by-laws and for distributing copies of changed pages when revisions occur.

The current version of the CCNV By-Laws shall be maintained on the CCNV website, available in a "members only" location.

Section 2. Distribution

The Secretary is responsible for distributing copies of the current CCNV by-laws to all active, SSE and honorary members.

Section 3. Amendments

A. Proposals: Proposed amendments may be presented orally or in writing at any Council or Business meeting. Any club member can submit a proposal to amend the By-laws.

B. Board Review: The BOARD shall review any proposed amendments during the next Board-of-Directors meeting following the date of the proposal.

C. Notification of a Vote: Proposed amendments and notice of an upcoming vote on these amendments at a regularly scheduled business meeting shall be printed in two consecutive newsletters prior to the scheduled vote and will be posted on the website.

D. Members' Vote: The by-laws can be amended by a vote of two-thirds (2/3) majority of the members present during a regularly scheduled business meeting (GBM).

E. Publication: All approved amendments shall be printed in the newsletter for two consecutive months following the meeting at which the amendments were passed and will be posted on the website.

ARTICLE XIV - INTELLECTUAL PROPERTY

Section 1. Ownership and Consent

CCNV Members and Council who draft, develop, prepare, create, etc., material on behalf of CCNV and for the benefit of CCNV, including but not limited to text, images, photos, videos, graphics, websites, posters, banners, letters, programs,

instructional materials, awards, etc., shall do so of their own free will, without expectation of personal ownership, copyright, or monetary compensation.

Section 2. Expense Reimbursement

When previously agreed to and approved by BOARD, members may be reimbursed for costs and expenses associated with preparation of materials for the benefit of CCNV that are documented and deemed fair and reasonable.

ARTICLE XV – NON-DISCRIMINATION AND ANTI-HARRASSMENT

Neither the CCNV nor any subordinate element thereof, shall discriminate against any member, or applicant for membership, continuation of membership, disciplinary matters, participation in activities or events, or the holding of elective office, based on age, disability, race, creed, sex, or national origin. The minimum age for eligibility to hold office on the COUNCIL shall be eighteen (18) and otherwise in accordance with the laws and statutes of the Commonwealth of Virginia.

CCNV will not tolerate any form of harassment (see Article II, Section 10).