



CONSTITUTION

and

BYLAWS

of the

Manitoba Pontiac Association Incorporating Buick & Oldsmobile

December 06, 2009

RECORD OF AMENDMENTS

Number	Date of Amendment	Entered By
1	25 April 1999	George Chow
2	02 April 2002	Bernard Harfield
3	16 January 2003	Rick Johnson
4	06 December 2009	Craig Winters
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ARTICLE 1

1. **NAME:**
 - a. The name of the club shall be "Manitoba Pontiac Association" (Incorporating Buick & Oldsmobile)

2. **PURPOSE:**
 - a. The Manitoba Pontiac Association (incorporating Buick & Oldsmobile) is a non-profit organization. Its main objectives are to promote the preservation, restoration and admiration of all Pontiac, Buick and Oldsmobile vehicles, plus encourage interest in this hobby and the showing of these vehicles in tours, cruises and displays.
 - b. An additional purpose of the club is to bring about and sponsor a spirit of unity and comradeship among members, and to cooperate with other with other clubs having similar interests.
 - c. The Manitoba Pontiac Association (incorporating Buick & Oldsmobile) shall be based in Winnipeg, Manitoba, Canada
 - d. All persons or corporations extending credit to, contracting with, or having any claim against the Manitoba Pontiac Association for such payment of such contract claim, damage judgment of decrees that may otherwise become due and payable to them from the Manitoba Pontiac Association shall seek payment from the Manitoba Pontiac Association so that neither the members, the officers, past, present, or future shall be personally liable therefore.

ARTICLE 2

1. **MEMBERSHIP:**
 - a. Any person 18 (eighteen) years of age or older is eligible for membership.
 - b. Must pay Membership Fee.

2. **OFFICERS:**
 - a. There shall be an executive committee consisting of a President, Vice-President, Past President, Secretary, Treasurer, Membership Chairperson, Events Coordinator, Newsletter Editor and Web Site Chairperson.
 - b. All officers are accountable to the Manitoba Pontiac Association Executive.
 - c. More than fifty percent (50%) of the executive shall constitute a quorum.
 - d. In addition to the executive committee, there may be appointed by the president specific committee chairs for club shows or other events.
 - e. The Executive committee shall be limited to 1 (one) person per household.
 - f. If any member of the executive committee holds more that 1 (one) executive position then that person shall have 1 (one) vote only.

3. **DUTIES:**
 - a. President
 - i. Shall call and conduct meetings of the membership.
 - ii. Appoint committees as may be required.
 - iii. Act as chief executive & supervisor of club activities.
 - iv. Shall have the deciding vote in the case of a tie vote.
 - v. Signing authority on cheques.
 - vi. Chair all general and special meetings.
 - vii. Approve correspondence and minutes of meetings.
 - viii. Transact other business, which may apply to the office.
 - ix. Shall instruct the secretary to mail notices, etc. under their name.

- b. Vice-President
 - i. Shall perform duties of the president in the absence of death, resignation or inability to act, usually pertaining to the office of the president.
 - ii. Shall also have cheque-signing authority.
- c. Past President
 - i. Shall act in an advisory capacity to the present executive committee.
- d. Secretary
 - i. Shall keep records of all meetings, other records and correspondence.
 - ii. All correspondence should go through the secretary.
 - iii. Reading of minutes of the latest general or special meeting.
- e. Treasurer
 - i. Shall keep account of all money handled by the club.
 - ii. Deposit all funds in a guaranteed financial institution.
 - iii. Signing authority on cheques.
 - iv. All money paid out is to be by cheque, except petty cash items, which account may be sustained in the amount of two hundred dollars (\$200.00)
 - v. A printed financial statement of club's position will be available annually in January.
 - vi. Shall maintain a list of all club properties.
 - vii. Shall deal with moneys from membership dues and pro rate membership dues as required.
- f. Membership Chairperson
 - i. Shall receive and process new membership applications forms.
 - ii. Forward membership dues to the treasurer.
 - iii. Distribute constitution, window decal(s), membership card(s), club name tags, membership list, latest newsletter and welcome letter.
 - iv. Introduce new member(s) to club and highlight name(s) on updated membership list.
 - v. Maintain current membership, e-mail, and children's age and start year lists.
- g. Events Coordinator
 - i. Shall plan and arrange events through out the year, such as social events and club functions including general meetings (with assistance from the membership).
 - ii. Advise the membership at general meetings and in the newsletter where the upcoming club/social events will be held.
 - iii. Shall be responsible for arranging storage and transportation of the club tent as well as maintenance, including complete set up once a year to inspect for damage.
 - iv. Shall also be responsible for taking tent bookings, advises Web Site Chairperson to update on-line booking calendar.
- h. Newsletter Editor
 - i. Shall edit "The Cruisin' Chiefs" newsletter.
 - ii. Seek assistance from the membership for articles.
 - iii. Should publish and distribute the newsletter monthly.
- i. Web Site Chairperson
 - i. Shall be responsible for updating and maintaining the club's web site.

4. RESIGNATION OF OFFICERS:
 - a. Any officer may resign at any time by giving written notice to the executive committee
 - b. Any officer may be removed for just cause by more than half the majority vote of the remaining executive committee.
 - c. A vacancy in any office due to death, resignation, removal or any other cause shall be filled in the manner prescribed under nominations.

5. AMENDING FORMULA:
 - a. The executive committee shall have the constitution reviewed on a minimum of every 3 (three) years.
 - b. This constitution may be amended if proposed changes are presented to a regular general meeting of the club at least twenty-eight (28) days before a vote on the proposed changes are called, and if all proposed changes are presented to all members by either postal mail and/or e-mail at least seven (7) days before the meeting of the club of which action is to be taken.
 - c. Following this, the constitution may be amended by a majority vote of members present at a general meeting.

BY LAWS:

1. MEMBERSHIP:
 - a. Member: shall be entitled to all privileges of the club, including the right to vote and hold office.
 - b. Membership will include paid member, spouse/partner and children under eighteen (18) years of age. This membership will include one (1) vote each, for a total of two (2) votes.
 - c. One (1) notice or newsletter will be sent (by mail or email) to the members jointly.

2. NOMINATIONS:
 - a. Nominations shall be proposed by the general membership from the floor at a general meeting, or must be submitted to the President before the November meeting.
 - b. Terms of office shall be one (1) year.
 - c. Nominations will be accepted during the month of November.
 - d. Voting will take place during the December general meeting or the Christmas dinner/party.
 - e. Members elected to executive committee shall take office as of January 1st of the following year.
 - f. All outgoing officers shall brief their replacement on the duties and pass their position files to the newly elected member.

3. DUES:
 - a. The club shall assess yearly membership dues.
 - b. Each member's dues are to be paid annually on or before the first day of May.
 - c. Membership fees will be considered delinquent thirty (30) days after this date.
 - d. The club's fiscal year shall be the calendar year

4. SUSPENSION AND/OR EXPULSION:
 - a. If in the opinion of the executive, a member fails to conduct him/her self in a manner set forth in this constitution, the membership may be canceled, with no membership dues refunded.
 - b. The member is also responsible for the conduct and actions of his/her family members and guests.

- c. If any member is guilty, in the opinion of the executive, of conduct which is detrimental to the interest of the club, or if any member has willfully infringed on the constitution, may, by specifying to the member the nature of the offense, be asked to appear before the executive and if the member thereupon neglects to appear, or having appeared fails to satisfy the executive of innocence of the more than half majority, may suspend or expel the said member from the day the decision of the executive has been made known to member.
5. MEETINGS:
- a. General meetings are to be held on the first Tuesday of each month, unless otherwise decided by the executive committee.
 - b. Executive committee shall hold executive meetings on a minimum of 4 (four) times per calendar year.
 - c. Notice for any special or emergency meetings must be given to the whole membership prior to the meeting.
 - d. The number of members that appear at a special or emergency meeting shall constitute a quorum.
 - e. Guests are welcome and may be invited to meetings, to a maximum of two (2) meetings.
 - f. After their second meeting visit they are requested to join the club.
 - g. All members present shall constitute a quorum.
6. RULES AND REGULATIONS:
- a. All persons who are eligible for membership must submit an application form, fully completed and accompanied by the appropriate dues.
 - b. All motions, bylaw changes and constitution amendments shall be governed by straight majority vote, which may be a show of hands, roll call or ballot as decided by the president. Election of officers shall be by secret ballot.
 - c. No member shall assign his/her vote.
 - d. Cumulative and proxy voting is prohibited.
 - e. Each member is to be provided with a copy of the Constitution upon reception into the club and dues paid.
 - f. A club newsletter should be published monthly, free to members.
 - g. During all club meetings excessive noise (tire squealing, racing, loud music, etc.) littering and profanity will not be tolerated by the club.
 - h. A clean up crew may be formed by the President at any car club function.
 - i. Any evidence of alcohol or drug abuse while on a tour will result in the immediate expulsion of that member.
 - j. Only Pontiac, Buick or Oldsmobile vehicles may qualify for club sanctioned organized cruises, shows or displays.
 - k. Members of this club will show respect to their fellow members at all times.
7. FUNDRAISING:
- a. Our car club is a non-profit organization. To promote our club's name within the community, we will at times donate money to worthwhile organizations in the community. The amount of money donated, and to whom, will be determined at general meeting.
 - b. Any monies collected from a club fundraising event shall be counted within 24 (twenty four) hours of that event and turned over to the Treasurer within 7 (seven) days of the event.
8. CLUB ASSETS:
- a. Any current member of the Manitoba Pontiac Association (incorporating Buick & Oldsmobile) is eligible to use any club asset at no charge on a first come/first serve basis, after paying a refundable damage deposit.