



BY-LAWS

of the

Caboolture Regional Car Club Incorporated

Approved at the Annual General Meeting of 7th September 2016

Updated/Amended: 02 /11/2016

Dennis Seidel
President

Date: 16th November 2016



Claire Strickfuss
Secretary

Date: 16th November 2016

CABOOLTURE REGIONAL CAR CLUB INC

BY-LAWS

Originally approved by members at the Annual General Meeting held on 7th September 2016.

1. Terms/Definitions

- (1) If a term is defined in the Rules of the Caboolture Regional Car Club Inc., then the term shall have the same meaning in these By-Laws. In addition, in these By-Laws, the following terms shall have the meaning given, namely:
 - (a) 'The Association' means Caboolture Regional Car Club Incorporated.
 - (b) 'Committee' means the Management Committee of The Association.
 - (c) 'AGM' means the Annual General Meeting' of The Association.
 - (d) 'GM' means the General Meeting of the Association.
 - (e) 'Ordinary Member' Refer By-Law 11(2).
 - (f) 'Associate Member' Refer By-Law 11(3).
 - (g) 'Life Membership' Refer By-Law 11(4).

2. The Association

- (1) No member or other person or entity may, without prior approval of the Management Committee:
 - (a) Represent The Association, or
 - (b) Purchase goods or services, or
 - (c) Enter into financial agreements in the name of The Association.

3. Amendments

- (1) The Management Committee may make, amend or repeal these By-Laws, not inconsistent with the Rules of The Association, for the internal management of the association.
- (2) A By-Law may be amended or set aside by a majority vote of members at a General Meeting of The Association.

4. Composition of Management Committee

- (1) The composition of the Management Committee shall comprise the following:
 - (a) President.
 - (b) Vice President.
 - (c) Secretary.
 - (d) Treasurer.
 - (e) Membership Officer.
 - (f) Editor.
 - (g) Assistant Editor.
 - (h) Run Coordinator.
 - (i) Assistant Run Coordinator.
 - (j) Dating Officer (Club Registration, SIV).
 - (k) Show, Shine and Swap Coordinator.
 - (l) Property Officer.
 - (m) Workshop Coordinator.
 - (n) Webmaster.
 - (o) Christmas Function Coordinator.
 - (p) Assistant Christmas Function Coordinator.
 - (q) Catering Convenor.
 - (r) Queensland Historic Motoring Council Representative.

5. Property of The Association

- (1) A member shall not use Club property without the authority of the President of The Association.

6. Key Register

- (1) A register of keys belonging to The Association will be maintained by the Secretary.
- (2) Any member holding a key belonging to the association will be required to sign for acceptance of, and be responsible for the safe custody and return of, any key in his/her possession.
- (3) All keys must be returned to the Secretary upon resignation or vacation of the members' Committee position.
- (4) Any lost key must be replaced by the member responsible for the custody of the key.

7. Colours/Emblem of The Association

- (1) The Emblem of The Association is predominantly dark blue and white and comprises crossed pistons encircled by two carpet pythons with the text 'Caboolture Regional Car Club Inc' placed around its circumference. Refer diagram at Annex A.

8. Regalia

- (1) All Club regalia will be ordered and held by the Membership Officer. The following criteria apply:
 - (a) Items will be made available for purchase or collection by members at general meetings.
 - (b) It is the responsibility of the individual member to collect his/her purchases from the Membership Officer.
 - (c) Purchases will not be mailed to members.
 - (d) Any item of Club regalia unclaimed after a period of 12 months will be disposed of at the discretion of the Management Committee.
- (2) Club Regalia may be worn or displayed only when attending Club-sanctioned events or when representing The Association.
- (3) Additional items of any Club Regalia may be purchased by members to be worn by a spouse, partner or another family member.
- (4) **Shirt.** Shirt colours are predominantly white, blue, grey or red and to be embossed with the Club emblem over the left breast and the member's given name over the right breast. Nicknames may be used in-lieu of the given name.
 - (a) Every new member must pay an amount of \$40.00, with the membership application, towards the cost of purchase of a Club shirt.
- (5) **Cap.** Cap colour is predominantly dark blue and is to be embossed with the Club emblem positioned at the front of the cap. Caps are available in baseball style and in bucket style for optional purchase by members.
- (6) **Jacket.** Jacket colours are predominantly black/red and black/blue and to be embossed with the Club emblem over the left breast and the member's given name below. Nicknames may be used in-lieu of the Given name. Jackets are available for optional purchase by members.
- (7) **Windscreen Banner.** A windscreen banner to display across the windscreen of the car when representing The Association at events is available for optional purchase by members.

9. Printing of Publications

- (1) The Association may print and publish any newspapers, periodicals, books and leaflets that it may think desirable to the promotion of its Mission or objectives.
- (2) The Association will publish a monthly newsletter to be distributed to all members by email for the information of members and with the following criteria:
 - (a) A copy of the monthly newsletter will also be made available on The Association website.
 - (b) Members unable to access a copy of the newsletter by email or the website should make alternative arrangements to receive the newsletter.

10. Funds and Accounts

- (1) The Committee is authorised to expend funds up to and including \$500.00 on the purchase of any one asset.
- (2) Expenditure on purchases of assets exceeding \$500.00 is to be put to the membership at a General Meeting for approval.
- (3) A petty cash float to the amount of \$300.00 is to be retained by the Treasurer for the reimbursement of expenses less than \$100.00.

11. Donations

- (1) The Association may make donations for patriotic, charitable or for community purposes. The following conditions apply:
 - (a) All applications/nominations for donations are to be made in writing to the committee for consideration.
 - (b) The Committee will consider all applications for donations and make biannual recommendations to the members for approval.
 - (c) Donations will be awarded firstly in July, following the Swap Meet and again in December before Christmas.
 - (d) Applications will be accepted only from organisations or individuals within or servicing the defines of the Caboolture district.
 - (e) Applications from organisations or individuals will not be considered if a previous donation has been made to such organisation or individual within the past three years unless in special circumstances.

12. Membership

- (1) The membership of The Association consists of the following classes:
 - (a) Ordinary.
 - (b) Associate.
 - (c) Life.
- (2) **Ordinary Membership**
 - (a) An Ordinary Member is defined as an individual:
 - (i) Who is 16 years or over, and
 - (ii) Has a genuine interest in motor vehicles and the aims/objectives of The Association, and
 - (iii) Has completed a Membership Application Form, and
 - (iv) Has been approved for admission to The Association by the Committee.
 - (b) Every financial Ordinary Member present at any meeting of The Association is entitled to one (1) vote.
- (3) **Associate Membership**
 - (a) An Associate Member is defined as an individual:

- (i) Has a genuine interest in motor vehicles and the aims/objectives of The Association, and
 - (ii) Is a spouse/partner or family member of a financial member of The Association, and
 - (iii) Has completed a Membership Application Form, and
 - (iv) Has been approved for admission to The Association by the Management Committee.
- (b) An Associate has all the rights and privileges of an Ordinary Member except that he/she:
- (i) Has no voting rights, and
 - (ii) Does not contribute to a quorum at Association meetings, and
 - (iii) Cannot be nominated or appointed as an Office Bearer of The Association.
- (4) **Life Membership**
- (a) The Committee may award Life Membership to a financial member after 10 years of continuous membership and/or for outstanding and conspicuous service or contribution to The Association.
 - (b) A Life Member has all of the rights and privileges of a financial Ordinary Member.
 - (c) To remain an 'active' Life Member of The Association, the Life Member is to return to the Membership Officer a fully completed membership renewal form by 30th June each year.
 - (d) The percentage of active life members should not exceed 10 percent of the membership.
- (5) **Membership Fee**
- (a) The membership fees shall be such a sum as the members shall so determine at any General Meeting. Until otherwise determined shall be:
 - (i) Ordinary Membership, \$30.00 per annum.
 - (ii) Associate Membership, \$10.00 per annum.
 - (iii) Life Membership, Honorary.
 - (b) Each new member upon joining shall purchase a Club shirt.
 - (c) No membership fee is payable by Life Members.
- (6) **Membership Renewal**
- (a) To retain active/financial membership of The Association, each member must return to the Membership Officer, a fully completed membership renewal form by 30th June each year.
 - (b) A membership will be automatically terminated if a membership renewal form is not submitted or membership fees are in arrears for two (2) months following the renewal date.
 - (c) The renewal for an automatically terminated membership will incur a \$20.00 late membership renewal administration fee.
- (7) **Membership/Special Interest Vehicle (SIV) Registration**
- (a) To qualify for SIV Registration, a new member must be a financial member of The Association for a period of not less than six (6) months and attend a minimum of four (4) Club-sanctioned events within this period.
 - (b) It is the responsibility of the new member to keep a record of Club-sanctioned events attended within the six months to be signed and dated by the event run-coordinator and presented to the Dating Officer when requesting Club authorisation.

13. Digitally Recording of Minutes

- (1) Proceedings of meetings of The Association may be digitally recorded by the Secretary for the accuracy of keeping the Minutes.

Electronic Media

- (1) The Association will maintain a publicly-accessible website for the information of members and other interested persons. The following criteria applies:
 - (a) A Website Administrator (webmaster) will be elected at each AGM to maintain and develop The Association’s website.
 - (b) The website will remain the sole property of The Association.
 - (c) All current logins and passwords necessary to access the administration of the website are to be lodged with and kept in the safe custody of the Secretary.
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By-Laws Revision History

Date	Action
07/09/2016	Implementation of By-Laws.

- Annexes:
- A. Emblem of the Caboolture Regional Car Club Inc.
 - B. Membership Application/Renewal Form.
 - C. Proxy Voting Form.

Annex A to
By-Laws of the
Caboolture Regional Car Club Inc
Dated: 07/09/2016

Emblem of the
Caboolture Regional Car Club Inc





www.crrcc.com.au

Caboolture Regional Car Club Inc

APPLICATION FOR MEMBERSHIP or RENEWAL

Membership fees are due by 30th June each year.

Postal Address: Membership, CRCC, PO Box 1668, CABOOLTURE, QLD, 4510.

The Perfect Club for the Car Enthusiast

Please
Tick

Please print email address

New Membership Renewal Associate Life Email: _____

Name: _____ Date of Birth: _____

Partner's Name (Optional): _____ Date of Birth: _____

Address: _____ Post Code: _____

Phone (H): _____ Work: _____ Mobile: _____

Vehicle 1

Year: _____

Make: _____

Model: _____

Colour: _____

Reg No: _____

Vehicle 2

Year: _____

Make: _____

Model: _____

Colour: _____

Reg No: _____

Vehicle 3

Year: _____

Make: _____

Model: _____

Colour: _____

Reg No: _____

Vehicle 4

Year: _____

Make: _____

Model: _____

Colour: _____

Reg No: _____

MEMBERSHIP FEES: (New membership includes one Club polo shirt with embroidered Christian or nickname).

- o **New Membership:** \$70.00. Shirt Size [] Embroidered Name: []
- o **Extra Club Shirt:** \$40.00. Size [] Embroidered Name: []
- o **Membership Renewal:** \$30.00 (Ordinary), \$10.00 (Associate).
- o **Membership Renewal if paid after 31st August:** \$50.00 (Ordinary), \$30.00 (Associate).

Preferred method of payment is by cheque or money order which must be made payable to the Caboolture Regional Car Club Inc. Cash payments will be accepted at general meetings or at Club events.

Postal Address: Membership, Caboolture Regional Car Club Inc, PO Box 1668, CABOOLTURE, QLD, 4510.

Please tick your run interests.

- ✓ Breakfast Run
- ✓ BBQ
- ✓ Car Shows
- ✓ Observation/Mystery Runs
- ✓ Swap Meets
- ✓ Weekends Away/Camping

Shirt sizes/colours: S, M, L, XL, 2XL, 3XL, 4XL, 5XL / Blue, Gray, Red, White

Please circle

Please note: All membership renewals must be submitted to the Membership Officer on a fully completed membership renewal form.

Memberships due 30th June

➤ **Important Information for New Memberships:** In accordance with the Club Rules, a new membership must be proposed by a financial member of the Club and seconded by another financial member of the Club.

➤ **Important Information for SIV Registration:** In accordance with the Club Rules, new members must be a member of the Club for six (6) months and attend a minimum four (4) Club-sanctioned activities within this period before Special Interest Vehicle (SIV) concessional registration will be considered. There are no exceptions to the above requirements.

➤ (**New members**) I have read and understood the Club's SIV policy and agree to abide by the Club Rules (Constitution) and the By-Laws and I understand that my/our membership may be revoked if I do not abide by these Rules. The Club Rules are available on the Club's web site.

Signature: _____ Date: _____

➤ **New Members**

Proposed By: _____ Membership No: _____ Signature: _____

Seconded By: _____ Membership No: _____ Signature: _____

Club Use:

Amount Received: \$ _____ Date: _____ Receipt No: _____ Membership No: _____

Banking Details: BSB: 064405 Acct No: 10132504

Revised December 2016 ~ LRH



Caboolture Regional Car Club Inc.

NOTIFICATION OF PROXY

I _____
(Full Name)

of _____ being a life/financial member of

The Association hereby appoint:| _____
(Full Name)

of _____ as my proxy to vote for me on

my behalf at the (Annual) General Meeting of The Association, to be held

on the _____ day of _____ 20__

at any adjournment of the meeting.

Signed this _____ day of _____ 20__

Signature: _____
(Signature of life/financial member appointing)

* In favour of

* Against

[Strike-out whichever is not wanted]*

Should this proxy be used to vote on a special resolution, then list Resolution.