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**ARTICLE I
NAME AND PURPOSE**

Section 1. Name

This organization shall be known as the **Northern Virginia Corvette Club**, hereafter referred to as the NVCC. The mailing address shall be **Post Office Box 3458, McLean, VA 22103**.

Section 2. Purpose and Objective

The purpose and objective of the NVCC shall be to:

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

Section 3. Emblem

The NVCC emblem shall contain thereon the inscription "Northern Virginia Corvette Club".

Section 4. Logo **Image of Logo: See Appendix Figure 1**

The NVCC logo shall contain thereon the inscription "Northern Virginia Corvette Club" with an image of the Chevrolet Corvette crossed flags.

**ARTICLE II
OFFICERS AND DUTIES**

Section 1. NVCC Officers

NVCC membership shall nominate and elect officers to serve in the following positions:

- President
- Vice President
- Secretary
- Treasurer
- Officer-at-Large

Nominations and elections will be made in accordance with the provisions of Article VII of these by-laws. Officers may not hold more than one NVCC elected office at one time.

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 terms in a particular office.

Section 3. President

The President shall conduct all official meetings and supervise all official NVCC functions and activities. The President shall be aware of, and responsible for, all official NVCC correspondence. Along with the Treasurer, the President shall have signature authority on the Club checking account, access to any Club safety deposit box, and access to any Club charge card. The President shall greet all new members and applicants. If an elected officer leaves the NVCC 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 NVCC functions and activities.

Section 4. 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 NVCC committees. The Vice President is expected to attend NVCC functions and activities.

Section 5. Secretary

The Secretary shall record the minutes of all NVCC meetings and keep an accurate written file copy of those minutes for future reference. The Secretary is responsible for the preparation of all official correspondence and any other written material deemed necessary by NVCC. Examples of these materials include: NVCC 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 NVCC functions and activities.

The Secretary shall maintain an inventory of all current login information (i.e., user ids and passwords) for any systems and/or websites used by NVCC, Examples of this include the Club's website, PayPal account, Facebook page, Pukka Software (Motorsportsreg.com) account, etc. It will be the responsibility of each committee chairperson to provide this information to the Secretary upon creation of new accounts and/or when periodic updates of login information occur (e.g., periodic password updates).

Section 6. Treasurer

The Treasurer shall be responsible for the receipt, care, and disbursement of NVCC 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, access to any Club safety deposit box, post office box, and access to any Club charge card. The Treasurer shall deposit all funds within ten calendar days of receipt. The Treasurer is expected to attend NVCC functions and activities.

Section 7. Officer-At-Large

The Officer-At-Large shall be familiar with the duties and responsibilities of all NVCC officers in order 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 NVCC functions and activities.

Section 8. National Council of Corvette Clubs (NCCC) Governor

The NCCC Governor shall serve as the NVCC's official NCCC representative and is a NVCC officer. The NCCC Governor shall be nominated and appointed by the Council not later than January 1 of each year. The NCCC Governor shall perform the following duties:

- Represent the NVCC at all NCCC meetings.

- 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 the NVCC.
- **Submit NCCC-sanctioned event results to NCCC for points credit in a timely manner**
- Coordinate with the appropriate committee chairpersons to ensure that NVCC sponsored NCCC events adhere to NCCC regulations.

The NCCC Governor is expected to attend NVCC functions and activities.

ARTICLE III COUNCIL

Section 1. General

- A. Composition** The Council shall consist of all NVCC officers, the immediate past President, the NCCC Governor, and all committee chairpersons. (Note: In January of each year, the Council will only consist of NVCC elected officers, the immediate past President, and the NCCC Governor. New committee chairpersons shall be identified and appointed by these officers as soon as possible.)
- B. Functions** The Council shall make decisions regarding all NVCC functions, disputes, and infractions of NVCC or NCCC by-laws. Council decisions will be determined by a majority vote of Council members present at the meeting. The President or Vice President and a minimum of four additional Council members must be present to conduct a vote.

Section 2. 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** 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.
- 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.

Section 3. Membership Termination, Removal from Office

- A. Authority** The Council may vote to expel any member or officer from either elected or appointed office or from the NVCC.
- B. Grounds for Expulsion** Expulsion shall be considered if an individual continually violates NVCC by-laws or NCCC regulations, or as an office holder, consistently fails to satisfactorily perform the duties of his or her office.
- C. Vote** The motion to expel must receive an affirmative vote from a minimum of 80% of voting Council members. A minimum of five Council members must be present to conduct this vote. If the individual in question is a Council member, he or she will be required to absent themselves during the vote. Any member facing expulsion has the right to address the Council before a vote is taken. If the Council votes to expel a member, this motion will be voted on at the next regularly scheduled business meeting. The motion to expel must receive an affirmative vote from a minimum of 80% of NVCC members attending the business meeting. The individual facing expulsion will be required to absent themselves during the vote. Notice of such an upcoming vote shall be prominently displayed in the Newsletter before the scheduled business meeting.

Section 4. Approval of Reimbursements

A. General The Council 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 Council approval. Reimbursements must be approved by at least 51% of the voting Council members.

B. President The President is primarily responsible for ensuring that the interests and business of the NVCC are conducted in a cost efficient and timely manner. As such, the President is authorized to either personally spend or delegate the expenditure of a maximum of \$250.00 without prior Council approval. The President shall document all expenditures and submit a record of these expenditures to the Treasurer not later than the next regularly scheduled business or Council meeting.

ARTICLE IV COMMITTEES AND DUTIES

Section 1. General

A. Committees Each committee is composed of committee members and a chairperson who is responsible for the committee's operations. The Council shall review all events proposed by a committee.

B. Chairpersons The Council shall solicit qualified volunteer committee chairpersons from the NVCC membership immediately following elections in November. The selection process shall be completed **as soon as practicable**. Chairpersons are discouraged from serving on more than two Committees at any one time. Chairpersons are responsible for scheduling, organizing, and overseeing all committee functions and activities. They shall submit a preliminary cost estimate to the Council for each planned activity at the January Council meeting. A more detailed cost estimate **shall** be submitted to the Council for final approval at least 30 days prior to the scheduled event. A maximum of \$100.00 per event may be spent without prior Council approval. Receipts must be submitted to the Council if reimbursement is expected from the

Treasury. Each chairperson shall take responsibility (when applicable) for the following actions:

- Familiarity with and enforcement of NVCC regulations pertaining to their subject areas.
- Coordination with Publicity **Chair**, Newsletter **Chair**, and **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 NVCC equipment used during the event.
- Submission of a newsletter article or a report on their event to the Newsletter Committee within seven days after the event.

Section 2. Autocross Committee

The Autocross Committee is responsible for the scheduling, organizing, and supervision of all NVCC autocrosses, High Performance Driving Events (HPDE), Teen Driving Schools (TDS), and drag races. It is the responsibility of the committee to **establish a budget and fees for each event**, set up and map out the course, and to establish procedures and guidelines for each event, **and in accordance with NCCC requirements** if the event is to be sanctioned.

Section 3. Concours Committee

The Concours Committee is responsible for the scheduling, organizing, and supervision of all NVCC sponsored concours **and fun show events in accordance with NCCC requirements if the event is to be sanctioned**.

Section 4. Membership Committee

A. The Membership Committee is responsible for developing, maintaining, and distributing information about the NVCC, meeting and introducing prospective members, informing prospective

members about the NVCC, and assisting prospective members with membership requirements.

B. The Membership Chairperson shall 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 and accounted for.** The Membership Chairperson shall prepare the annual dues statement. The Membership Chairperson shall bill each new member for both NVCC dues identified in Article IX Section 4 and the current NCCC dues within ten calendar days of their acceptance into the NVCC. The Membership Chairperson shall ensure that all billings for **annual** dues are mailed out **or electronically transmitted to members** at least 45 calendar days prior to November 1 to accommodate payment of NVCC and NCCC dues by November 1. The Membership Chairperson shall maintain current new member application forms, a current list of all past and present NVCC members, and make these lists readily available to all NVCC members. The Membership Chairperson shall be responsible for distributing copies or **revised** pages of the NVCC By-Laws at regularly scheduled business meetings when revisions occur.

C. NVCC Membership Chairperson Shall be responsible for **orderly collection of members dues by November 1 of each year, and coordinate with Treasurer and NCCC Governor on submission of annual dues and applications to NCCC by December 1 each year.**

Section 5. Newsletter Committee

The Newsletter Committee shall consist of a Chairperson/Editor, the NCCC Governor, and the Chairpersons of all other NVCC committees. All NVCC members are encouraged to submit articles to the Newsletter Committee. All articles must be approved by the Newsletter Editor. The Newsletter Editor is responsible for ensuring that the newsletter is compiled, **printed, and electronically posted to the NVCC website at least one day prior to the monthly General Business Meeting.** The Editor shall inform the Council how much money is required each month to produce **and distribute** the newsletter and coordinate with the Treasurer to ensure that all bills are paid.

Section 6. Publicity Committee

The Publicity Committee is responsible for publicizing the club and its activities in local and national media.

Section 7. Website Committee

The Chairman of this committee shall serve as Webmaster and shall exercise management and control of the NVCC website.

The Website Committee shall consist of a minimum of 2 (preferably 3) individuals who will be responsible for the 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 NVCC website to assure accurate and timely information is posted and represents the official Club position.
- Reviews the design of web author's proposed pages to ensure overall professional appearance.
- Provides design and content guidance to web authors as needed.
- Adds updated and new web pages 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 **NVCC** web pages.

Section 8. Rallye Committee

The Rallye Committee shall schedule, organize, and supervise all NVCC rallyes. The Committee shall consist of the Chairman and the Rallye Masters who will host the events for the year. The Rallye Masters shall be responsible for conducting their event.

This shall include mapping out their course, identifying questions, scoring participants and identifying all items in a rallye that contribute to the calculation of points and final place finishes. The Rallye Master shall submit a newsletter article on their event to the Newsletter Committee within seven days after the event. Rallye Masters will be reimbursed to help offset their out of pocket expenses at the rate of \$2.50 per mile for each "rallye mile" not to exceed \$100.00. The rate for reimbursement will be reviewed and set by the NVCC Council at the annual budget meeting held in January of each year. **Submit NCCC-sanctioned event results via Governor to NCCC for points credit.**

Section 9. Social Committee

The Social Committee is responsible for scheduling and organizing the club's parties, picnic and other social gatherings. It will organize activities and reserve facilities. At a minimum, the Social Committee shall attempt to organize at least one social event every two months. Cruise Event planners will be reimbursed to help offset their out of pocket expenses associated with "Cruise Events" at the rate of \$2.50 per mile for each "cruise mile" not to exceed \$100.00. The rate for reimbursement will be reviewed and set by the NVCC Council at the annual budget meeting held in January of each year.

Section 10. 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. This position shall be appointed by the current Council for a non-office holding member with a moderate background on the nameplate Corvette.

Section 11. Chief Instructor

The Chief Instructor (CI) shall be appointed by the current Council from a non-office holding member, to serve as follows:

Oversee development and maintenance of curriculum for various events, including TDS, TDS-Instructor Clinic and HPDE's.

Promote continuation of the Teen Driving School (TDS), and work with Committee Chairs to organize and implement various Car Control and High Performance Driving Events (HPDE's). CI shall work with the Regional Competition Director (RCD) via the Governor, to facilitate certification of driver candidates for their High Speed Licensure (HSL) for competition throughout the NCCC family of events.

Qualifications for this position shall be: A willingness to instruct a varied number of students at events, work with club event organizers to find locations and dates for events, work to promote NVCC driving events to the community, create and maintain engaging training material for drivers of all ages and abilities. The CI shall be an NVCC / NCCC member in good standing; holding a NCCC HSL and have at least two (2) years of instructing experience.

ARTICLE V TREASURY

Section 1. Fiscal Year

The fiscal year shall begin on January 1 and end on December 31.

Section 2. Financial Reports

The Treasurer shall compile a **perpetual** financial report on a **monthly and annual** basis **using Quicken, or other similar electronic accounting software**. This report will include **itemized accounting**, line item listings, and as appropriate, narrative descriptions of all funds received and disbursed and the current treasury balance.

Section 3. Financial Records

The Treasurer shall maintain records of all funds spent and received for NVCC activities such as: parties, rallyes, autocrosses, concours, and memberships. Financial records may be reviewed by any dues-paying member (reference Article II. Section 6). An audit of the prior year's financial records shall be conducted by an audit committee comprised of the Vice President, Officer-At-Large, and one NVCC member elected by a majority of the members attending the November business meeting. This audit shall be completed and documented prior to February 15. The outgoing

Treasurer shall be responsible for the resolution of any discrepancies found by the audit committee. The audit report shall be submitted to the President for approval. Upon approval, the Secretary shall ensure that a copy of this report is permanently retained.

Section 4. Reimbursements

Any NVCC fund expenditures must be approved in advance by the Treasurer and the President, or in the President's absence, the Vice President. Receipts must be submitted to the Treasurer before reimbursement is considered. Large reimbursements (\$100.00 or more) or recurring reimbursements must be approved by a majority of the Council. The newly elected officers must obtain proper authorization from the Club's financial institution within 30 calendar days of assuming office. The outgoing Treasurer shall work with the incoming Treasurer to assist in a smooth transition in gaining access to all NVCC checking account, the NVCC charge card, petty cash, and post office box.

Section 5. Contracts

Contracts may be entered into for various purposes, including but not limited to: purchase of insurance, reservations of facilities for the NVCC Banquet, personal property purchases such as a computer or a trailer, and rental of facilities for club sponsored events such as Autocross, Spooktacular or Teen Driving School when the following conditions are met:

Council must review and approve budget for contract in advance

A written contract is provided in advance of any expenditure of NVCC funds

Two Council members, generally President and Treasurer, must review, agree to, and sign the contract.

An executed copy of the contract, signed by all parties, shall be retained for club records by the President

**ARTICLE VI
CORRESPONDENCE**

Section 1. General

Correspondence may be generated by any Council member. Chairpersons and Council members may generate and sign correspondence when such correspondence is related to their **official** duties and responsibilities.

Section 2. Preparation and Signature

All official NVCC correspondence shall be **generated** on NVCC's letterhead stationery. The original shall be signed by the President, Vice President, appropriate Chairperson, or Council member. The Secretary shall retain a copy of all correspondence for the NVCC's permanent file. Additional copies shall be distributed as required. **Distribution to Council via email attachment is preferred.**

**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. All candidates shall be offered equal space in the November newsletter.

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. The Council may determine that voting shall be accomplished via written ballot. All voting shall be supervised by Council members. All election results shall be immediately announced at the November business meeting and election results shall be prominently **posted on the NVCC website and** displayed in the **January** newsletter.

Section 2. Special Elections

Special elections may be called by the President at any time to fill a vacant NVCC office. Notice of an upcoming election shall appear in the newsletter **and the NVCC website**. The election shall be held at the next business meeting following publication in the newsletter.

**ARTICLE VIII
LIABILITY**

Section 1. Personal Liability

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

**ARTICLE IX
MEMBERSHIP**

Section 1. Active Member

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

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

- Own or lease 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 NVCC 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-meeting function.
- 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 NVCC by-laws.
- Unless subject to the provisions of Subsection D, join the NCCC and abide by the NCCC by-laws.
- Maintain possession of a Corvette. If an active member no longer possesses a Corvette, the member must obtain another Corvette within six months. Failure to obtain another Corvette within this time period shall **result in automatic conversion of membership status from "Active" to "Associate" for the remainder of the year, with no adjustment in membership fees.**

D. Exemption from NCCC To retain active membership in the NVCC but be exempt from the requirement to join the NCCC, an individual must:

- Demonstrate that they have been a member of NVCC since at least January 1990.
- Demonstrate that they have not been a member of NCCC since January 1990.

- Maintain their active membership in the NVCC. Any lapse in membership due to nonpayment of dues or termination shall void their exempt status.

Section 2. Spousal/Spousal Equivalent Members

- A. General** Spousal/spousal equivalent (SSE) members shall have all of the privileges of an active member.
- B. Eligibility** To become an SSE member of the NVCC, an individual must:
- Be a spouse or “significant other” to a dues-paying member in good standing of NVCC.
 - 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 NVCC 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-meeting function.
 - The Council shall review membership applications within four months of their submission.
- C. Responsibilities** To remain an SSE member, an individual must:
- Pay annual SSE dues for the following year, no later than November 1.
 - Abide by the NVCC by-laws.
 - Join the NCCC and abide by the NCCC by-laws.

Section 3. Honorary Members

- A. General** Honorary members are entitled to all the rights and privileges of active members, with the following exceptions:
- Not eligible to hold NVCC or NCCC elected offices.
 - Not eligible to vote in NVCC and NCCC elections.
- B. Dues** Honorary members’ NVCC and NCCC dues shall be paid by the NVCC.
- C. Eligibility** To become an honorary member of the NVCC, an individual must:
- Be an immediate past president of NVCC, or;
 - Have made an exceptional contribution to the NVCC. Individuals considered as a consequence of their exceptional contributions must be voted an honorary member by a majority of the NVCC membership in attendance at a regularly scheduled business meeting.
- D. Responsibilities:** To remain an Honorary member, an individual must:
- Abide by the NVCC by-laws.

Section 4. Associate Membership

- A. General** Associate members are entitled to attend all NVCC and NCCC functions, and receive NVCC benefits, both stated and implied, with the following exceptions:
- Associate members are not required to own or lease a Corvette.
 - Associate members are not eligible to be members of NCCC nor are they eligible to receive NCCC benefits.
 - Associate members shall not hold NVCC or NCCC elected office or committee chairmanship.

- Associate members shall not accumulate yearly NCCC worker or competition points.
 - Associate members are not eligible to vote in NVCC or NCCC elections.
- a. **Dues** Associate members' NVCC dues shall be paid for the following year, no later than November 1.

B. Eligibility To become an associate member of the NVCC, an individual must:

- Be a Corvette enthusiast, showing interest in NVCC events.
- Possess a valid operator's license.
- Submit an application for associate 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 NVCC 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-meeting function.
- The Council shall review membership applications and vote on acceptance within four weeks of their submission.

D. Responsibilities To remain an Associate member, an individual must:

- Abide by the NVCC by-laws.

Section 5. Annual Dues

- A. **Active Members** NVCC and NCCC dues must be paid in full prior to the 1st of November of each year.

- B. **SSE Members** NVCC dues 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 NVCC's prevailing dues rate.

- C. **Honorary Members** NVCC and NCCC dues for honorary members are paid in full by the NVCC.

- D. **Associate Members** NVCC dues must be paid in full prior to the 1st of November of each year. Note: Associate members will not be assessed NCCC dues.

- E. **Nonpayment of Dues** Membership dues must be paid no later than November 1st of each year. The Membership Chairperson will bill each member no later than 45 days prior to November 1st. Individuals who have not responded to this billing by November 1st will have their membership terminated. **Terminated members may resubmit an application after January 1, pay NVCC and NCCC initiation fees and annual dues, in order to be reinstated as NVCC members.**

- F. **NVCC Dues Assessment** The Council shall determine the appropriate amount of annual NVCC dues. The sole basis for this determination shall be the requirement to maintain the financial well-being of the NVCC.

**ARTICLE X
SPONSORSHIP**

Section 1. Limitations and Compensation

Club sponsorship shall be limited to one Sponsor. NVCC's Club Sponsor is **PAGE Chevrolet of Annandale, VA**. The Council shall determine the annual Sponsor's fee (in terms of monetary contributions, products, and services).

Individual NVCC events may be sponsored by individuals or organizations in addition to the Club Sponsor. The Council shall determine the contribution level necessary to become an event sponsor (either via monetary donation, or products or services to be provided for the event).

Section 2. Rights and Privileges

The NVCC Club Sponsor shall have all rights and privileges of active members except that they cannot hold office or vote on NVCC or NCCC matters, and will not be responsible for annual NVCC or NCCC dues.

Section 3. Support

All NVCC 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 the NVCC's Club Sponsor shall be printed in every copy of the newsletter, be prominently displayed on the NVCC website, and displayed at each event, when possible. Event sponsors and/or other businesses and organizations which contribute significantly to NVCC (either monetarily or in-kind), at the discretion of the Council, may be acknowledged in the newsletter and/or on the NVCC website.

Section 5. Liaison

The President shall serve as official liaison to the NVCC Club Sponsor.

ARTICLE XI NEWSLETTER and WEBSITE

Section 1. Mandatory Information

The newsletter shall be written, edited, assembled, and distributed each month at least one calendar days prior to that month's regularly scheduled general business meeting (GBM). It shall be available in print at general meetings and posted on the NVCC website at least one day prior to that month's general business meeting. Printed copies may also be mailed to specific sponsors and individuals at the discretion of the Council. It shall contain, at a minimum, the following:

- A cover containing the NVCC emblem and the official return address.
- A list of the current NVCC officers, their telephone numbers, and e-mail addresses.
- A list of all committee chairpersons, their telephone numbers, and e-mail addresses.
- An article (minimum of one paragraph) describing each NVCC 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 NVCC members.
- A list of sponsor contacts and information regarding its contributions to NVCC.
- 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:

- Any event sponsor who makes a payment in excess of \$250, or who contributes goods and services valued at \$500 or more, is entitled to a ¼ page newsletter advertisement at no additional cost.
- 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.

Section 3. Newsletter Advertising

Paid advertising space shall be made available to members, non-members, and club sponsors, subject to the following:

- Advertising shall be a maximum of two pages of per newsletter.
- Advertising from non-members who are not club or event sponsors must be automotive related.
- If an event sponsor's contribution exceeds \$500 in cash or \$1,000 in goods/services, the NVCC Council reserves the right to grant additional free advertising space. The amount of additional free advertising space is at the discretion of the NVCC Council, and will be decided by majority vote.
- Rates for advertising space in the newsletter will be determined by the NVCC Council at the annual budget meeting held in January of each year. Payments for advertising are to be collected by either the newsletter editor or the Treasurer in advance of the newsletter deadline for each month.

Section 4. Website Advertising

- Advertising space on the NVCC website shall be available to club sponsors for a fee established by Council.
- The NVCC webmaster shall be responsible for posting sponsor information and forwarding all fees collected to the Treasurer.
- Sponsor advertisements shall be reviewed annually by the webmaster. Ads for sponsors that have not provided support to NVCC within a 12 month period shall be removed.

**ARTICLE XII
MEETINGS**

Section 1. Business Meetings

- A. Time and Place** Regularly scheduled business meetings shall be held on the fourth Tuesday of each month (except December) at a specified location determined by the Council. All meetings shall take place at this location unless unusual circumstances preclude use of this facility.

- B. Attendance** Business meetings are open to all members, sponsors, applicants, individuals interested in joining the NVCC, and invited guests, event sponsors and vendors. The President (or Vice President) shall preside over all business meetings.

Section 2. Council Meetings

- A. Time and Place** Regularly scheduled council meetings shall be held on the second Tuesday of every month at a location determined by the Council. 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.
- B. Attendance** Council meetings are open to all NVCC members. The President (or Vice President) shall preside over all council meetings.

**ARTICLE XIII
EVENT RULES**

Section 1. Competitive Events

As an NCCC-sanctioned club, the NVCC will conduct all competitive events according to the appropriate NCCC regulation pertaining to that event. This rule will be in effect regardless of whether or not a particular NVCC event has been sanctioned by the NCCC. The following events are classified as competitive:

- Concours d'Elegance
- Autocrosses
- Rallyes
- Drag Races
- Speed Events (i.e. sprints, road races)

Section 2. Non-Competitive Events

The NVCC will be responsible for generating rules and regulations for all non-competitive events. The following event(s) are classified as non-competitive:

- Teen Driving Schools
- Car Shows and Cruise-Ins
- Picnics
- Social Gatherings

ARTICLE XIV NVCC BY-LAWS

Section 1. Maintenance

The Secretary shall be responsible for maintaining copies of the by-laws and the Membership Chairperson shall be responsible for distributing copies of changed pages at regularly scheduled business meetings when revisions occur.

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

Section 2. Distribution

The Membership Chairperson is responsible for distributing copies of the current NVCC by-laws to all active, SSE, honorary, and associate members.

Section 3. Amendments

- Proposals** Proposed amendments may be presented orally or in writing at any council or business meeting.
- Council Review** The Council shall review and vote on any proposed amendments during the next council meeting following the date of the proposal. The Council shall determine by a majority vote whether to present the proposed amendment at the next business meeting.

- Notification of a Vote** Notice of an upcoming vote on proposed changes at a regularly scheduled business meeting shall be posted in a member's only location of the NVCC website and printed in the two newsletters prior to the scheduled vote.
- Proposed Amendments:** Shall be presented to the general membership via Email notice and posting on the forum.
- Full Text Version:** A full text version of the Bylaws with annotated comments regarding proposed changes, shall be maintained at a members only location on the NVCC website for a period of not less than 45 calendar days prior to a prospective vote.
- Members' Vote** The Bylaws can be amended by a vote of a majority of the members present during a regularly scheduled business meeting.
- Publication** All approved amendments shall be summarized in the newsletter for two consecutive months following the meeting at which the amendments were passed.

ARTICLE XV INTELLECTUAL PROPERTY

- Ownership, consent and copyright protection** NVCC Members and Council who draft, develop, prepare, create, etc., material on behalf of NVCC and for the benefit of NVCC, including but 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, personal copyright protection, or monetary compensation from NVCC, unless previously reviewed and approved by Council. At the direction of the Council, preparers of such material shall include an appropriate copyright notice protecting NVCC's intellectual property rights.
- Compensation** When previously agreed to and approved by Council, members may be compensated or reimbursed for costs and expenses associated with preparation of materials for the benefit of NVCC that are documented and deemed fair and reasonable.

APPENDIX

Figure 1 NVCC Official Logo



Figure 3 NCCC Official Logo



Figure 2 Page Chevrolet Official Logo

PAGE CHEVROLET



Figure 4 Teen Driving School (TDS) Official Logo

