



VW CRUISERS-VIRGINIA

**1723 S. Seminole Trail
Madison, Virginia 22727**

Organizing Document and Bylaws

Article I Aim & Purpose

Section 1 – The general purposes of the VW Cruisers-Virginia are to:

- Promote public appreciation of the efforts put forth by individuals in restoring and maintaining Volkswagens;
- Assist, serve and benefit members in all phases of VW restoration and operations;
- Promote camaraderie among all automobile enthusiasts; and
- Serve as an organization for members with mutual interests in the Volkswagen hobby.

Section 2 – Club is open to all Volkswagen enthusiasts.

Article II Official Name

Section 1 – This club shall be known as the VW Cruisers-Virginia. The official club logo shall consist of the following elements:

- VW emblem in a Wolfsburg Crest (represents German-made | Wolfsburg Factory)
- Cog Wheel around the Wolfsburg Crest (represents torque/power)
- Bat wing steering wheel (represents driving a VW)
- Text: Volkswagen Cruisers – Virginia (delineates our VW club and location from other VW clubs)

Article III Officers

Section 1 – The elected officers of this club shall be a President, Vice-President, Secretary, and Treasurer. Officers shall hold office for one (1) year from date of election or until their successors are duly elected and qualified.

Section 2 – The manner for the election of officers shall be:

- A. At the October meeting of the election year, nominations are put forth by club members.
- B. At the November meeting of the election year, nominations are put forth for vote by club members.
- C. On January 1 new officers are installed and take positions.

The election shall be conducted by closed ballot. If there are multiple nominees for the same position, these nominees will be asked to leave the room during the counting of the ballots. Two members will be asked to count the ballots and announce the new officers.

Section 3 – A vacancy, which occurs during the term, shall be filled by appointment by the President. If the vacancy is the position of President, then the Vice President shall fill the vacancy. Special nomination(s) and election(s) by the membership may be necessary. The individual appointed shall serve only for the remainder of the original officer's term.

Article IV Duties of Officers

Section 1 – President. The President shall preside at all meetings of the club members. In the absence of the President, the Vice-President shall preside. If both the President and Vice President are absent, the Secretary will officiate the meeting. The President shall have the power to decide all questions of equal division, and all powers and duties usually vested in the President of an organization, and shall be a member of all committees exofficio.

Section 2 – Vice President. The Vice President shall act as President in the absence of the President. The Vice President shall perform duties, which naturally fall upon the officer. In addition, the Vice President shall act as a liaison between any committees.

Section 3 – Secretary. The Secretary shall maintain the membership list, send out meeting notice reminders, handle all official correspondence, keep minutes of meetings of the club, keep accurate attendance records, and perform such other duties as may be prescribed by this position. Secretary will reserve right to appoint assistant if deemed necessary.

Section 4 – Treasurer. The Treasurer shall collect and disburse the funds of the club as voted on by the majority of members (51%). The Treasurer shall render a financial report at the monthly meetings or whenever the President requires one. The Treasurer shall collect all dues payable by the club members. All checks shall bear the signature of an officer of the club. No member, committee, or officer, other than the Treasurer, shall hold funds belonging to the club for a period longer than thirty (30) days. Refer to **Article VIII** – Accountability of Club Funds.

Section 5 – Property Manager. The club shall elect a Property Manager. The Property Manager shall store and secure the club equipment. Refer to **Article VII** – Maintenance of Club Property.

Section 6 – Webmaster. The webmaster shall:

- Administer and maintain a functioning VW Cruisers-virginia.com website, and email functionality for new officers.
- Ensure the annual domain name (VWCruisers-virginia.com) and web hosting fees (HostGator.com) get paid on time each year.
- Resolve and communicate with web host provider if website/server issues arise.
- Respond to emails and handle all correspondence coming through the website. Bring any inquiries or items of interest to the membership meeting, and/or disseminate via email to the board for review/decision.
- Perform incremental backups of the entire website.
- Provide Hostgator CPanel and WordPress passwords and other pertinent information to a single backup administrator; to be selected by the board.

Article V Members

Section 1 – Dues. Dues in the amount of \$25 per person or \$35 for families and couples per calendar year (January 1 thru December 31) are due & payable to the club Treasurer by the January meeting. If a person joins the club after mid-year point (June 30), that member's dues will be halved.

Section 2 – Termination of Membership. The membership of any club member may be terminated by unanimous vote of the membership for conduct unbecoming a member of VW Cruisers-Virginia or for any other cause. The member in question will be given full opportunity to hear and to reply the charges or reasons for such action. Any member whose dealings with theft, fighting, assault (Verbal or Physical), etc. can resolve in termination of his/her membership.

Article VI Meeting of the Members

Section 1 – There shall be a meeting of the club on the third (3rd) Thursday of each month. The Officers can make a change in the regular schedule. Meetings will be held in a mutually agreed upon location which will be posted on the VW Cruisers-Virginia.com website, and/or provided via email.

Section 2 – For purposes of conducting business at regular or special meetings of the club, a minimum of two (2) Officers must be present. A vote of a majority (51%) of such a meeting shall be sufficient to deal with items of business as any come before such meeting. Amendments or additions to these Bylaws shall require a majority vote of all club members present at the meeting. The president will only vote in case of ties.

Section 3 – The President shall conduct the order of business at all regular meetings as follows:

- A. Welcoming Remarks
- B. Introduction of Visitors
- C. Reading of the Minutes
- D. Treasurer’s Report
- E. General Announcements
- F. Unfinished Business
- G. New Business
- H. Adjournment

**Article VII
Maintenance of Club Property**

Section 1 – Maintenance of club property will be the responsibility of the Property Manager. The Property Manager shall maintain an inventory of all equipment on hand.

Section 2 – Club property includes but is not limited to the following items:

Stereo equipment	Signs/Banners
Tents	T-shirts
Tables	

Section 3 – Club property shall be stored in a dry and secure location.

Section 4 – Club property will be used for club activities only.

**Article VIII
Accountability of Club Funds**

Section 1 – The Treasurer shall maintain a monthly ledger of club expenditures, and monitor the club’s bank account activity.

Section 2 – The Treasurer shall report club income and expenditures at monthly membership meetings.

Section 3 – The Treasurer shall collect all membership dues in January of each year, and deposit funds within 30 days of receipt.

Section 4 – The President shall appoint members to audit the club treasury in January of each year. The results of the audit shall be reported in a subsequent membership meeting.

Article IX Dissolution of Club

Section 1 – If club dissolves, nominations will be taken of charitable organizations. The charitable organization voted on by the majority of club members, will be presented with all club funds and equipment.

