

## **DRAFT BY-LAWS**

### **Central Illinois Farm Heritage Tractor Club - (herein called the Club)**

**Purpose: Our club exists to celebrate the history of farming, farm and antique power equipment, and farm families who built this great country. It also exists to educate our youth and keep the interest alive, and most importantly, to have FUN!**

#### **Article I. Leadership**

The elected officers and directors shall be as follows:

President  
Vice President  
Director (Maximum 6)  
Past President  
Secretary  
Treasurer

The President and Vice President shall serve no more than (2) consecutive 1-year terms. Directors in good standing shall serve one to three year terms with at least one (1) director being elected each year. In order to be in good standing, directors must not miss more than 3 consecutive monthly Board of Director meetings. The Past President is encouraged to serve as a director for the new President's term.

#### **Article II. Objectives**

The objectives of this club shall be (1) to hold regular meetings and discuss old tractors, engines, and farm heritage; (2) to promote fellowship among members; (3) to hold shows of various old tractors, equipment, and engines; (4) to help each other to obtain tractors, engines, and parts; (5) to work toward the preservation of tractors, engines, and farm machinery; (6) to provide historical education for members, the public, and other organizations; and (7) to be involved with central Illinois communities as approved by membership.

#### **Article III. Officers**

The officers of the Club must be full members of the Club and shall, except for the Past President, be

elected by a majority vote of the membership present at the meeting at the time of voting. The term of the officers shall be for one year. The election shall be held at the last meeting of the calendar year. Any vacancies during the year shall be filled by the directors by the second meeting following the vacancy.

#### **Article IV Duties of the Officers**

The President shall sign the records of the Club as such and shall sign contracts and other papers executed on behalf of the Club. He/she shall perform such other duties as may be required by the Board of Directors. The President shall be the principal executive officer of the Club and shall generally supervise all of the business and affairs of the Club. The President shall not vote except to break a tie. The President shall appoint replacements, with Directors approval, for any open position.

The Vice-President shall perform all the duties of the president in the event of absence or disability of the president, and such other duties as prescribed from time to time by the President or Board of Directors. Suggested responsibilities: Activities Chair, Meeting Programs, Events Coordinator.

The Secretary shall keep the minutes of the proceedings of the meetings and make a proper report available to members at the Club's regular meeting. He/she shall keep such books as may be requested by the Board of Directors and, in general, perform such duties as may be requested by the Club. An abbreviated version of meeting reports shall be published in the newsletter which ultimately is posted to the web site.

The Treasurer shall receive and be in charge of all money, bills, notes, bonds, and similar property and shall do with same as may be requested by the Board of Directors. The Treasurer shall provide a Treasurer's Report (state of financial condition and activities of the Club) at all meetings as may be required. If required by the Board of Directors, the Treasurer shall give a bond (paid by the club) for the

faithful discharge of duties in such sum and with such surety as the Board of Directors shall determine.

#### **Article V. Board of Directors**

There shall be up to eleven members of the Board of Directors. Board members are:

President,  
Vice President,  
Past President  
Directors (up to 6)  
Secretary  
Treasurer

The Board of Directors will normally meet monthly prior to membership meetings. After 3 consecutive absences from the regular monthly board meeting, a board member will lose their office at the discretion of the President. Any vacancies during the year shall be filled by the directors by the second meeting following the vacancy. Duties of the Board of Directors will include providing for an annual audit of the books of the Club. The Board of Directors may approve the spending of up to \$1000.00. Any amount over \$1000.00 must be approved by a majority of the members present at a regularly scheduled monthly meeting.

All expenditures over \$1000 must be approved in advance by a majority of the Board of Directors followed by majority approval by members present at the next Club meeting. Any property donations to the Club and/or by the Club must be approved in advance by the Board of Directors (donations are not tax deductible).

#### **Article VI Membership**

Requirements for membership shall be as follows: anyone that is interested in our Club may become a member, regardless of race, color, creed, or sex. Two classes of membership are available Full and Associate.

Full membership, includes a dues-paying individual, or family (one vote per person, maximum of two votes per family). *Persons under 18 years of age will be Associate members without voting rights.*

### **Article VII Committees**

Committee chairs shall be appointed by the President, and their terms shall be coterminous with their appointing president. Committees shall be comprised of a small number of members chosen for their knowledge of the work to be done. Each committee shall have a chairperson who will be responsible for calling meetings of the committee and reporting back to the Club. The President (or Vice President) shall be an Ex Officio member of all committees.

Appointed Positions (Examples):

Chair of Communications/Public Relations  
Webmaster  
Newsletter Editor / Committee  
Audit Committee  
Finance committee (budget)  
Membership, Vendors, and Sponsors database  
Chair of Shows  
Chair of Activities  
Safety Officer (Should serve as a Director)  
Legacy committee

### **Article VIII Meetings**

Meetings of the Club shall be held in the central Illinois vicinity. The date of the meeting shall be on a monthly basis (generally the 3rd Monday of each month) as agreed to by the membership. The meeting procedures shall be conducted according to the rules of parliamentary procedures (See Essentials of Parliamentary Procedure by Roberts). The order of business shall be:

1. The meeting called to order by the President. Visitors and new members recognized.
2. The minutes of the previous meeting read and approved.
3. The Treasurer's report presented and expenditures approved.
4. Officer, and committee reports received and acted upon.
5. Old business discussed and acted upon.
6. New business discussed and acted upon.

7. Member announcements of activities. Get-togethers, work opportunities, and other shows in the area.

8. Program and/or special activities
9. Next meeting date, and arrangements
10. Adjournment

### **Article IX Dues**

Membership dues (calendar year) become due on January 1 of each year and must be paid within 60 days.

Dues are to be paid in full by a new member when they join the Club. Before dues are accepted, a membership information form must be filled out by the applicant. Nonpayment of renewal dues within 60 days will result in automatically being dropped as a member of Club. Payment of Dues after the 60 days has expired will reinstate the member for the remainder of that calendar year. The amount of dues shall be set by the membership and may be changed from time to time if need arises by a majority vote of the membership present at the time of voting, provided notice has been given in writing (in newsletter and club website or at meeting) to the membership at least 15 days before the vote is taken.

### **Article X – Expulsion of Members**

Any undesirable member may be expelled from the Club by a two-thirds majority vote at a regular meeting of the Club. Any officer that fails in their duties or is deemed undesirable in their office may be removed by a two-thirds majority vote at a regular meeting of the Club.

### **Article XI – Amendment to Bylaws**

The procedure to alter or repeal articles of the Bylaws is as follows: a written proposal describing the change must be presented to the Board of Directors first. The Board will review the proposal and make a recommendation to the membership at a monthly Club meeting for discussion by the membership. Following the discussion of the proposal, the Secretary shall prepare the proposal along with a summary of the discussion, and distribute it (mail, newsletter, website) to the Club membership. A vote on the proposal will be taken at the following monthly

Club meeting. The proposal must pass by a two-thirds majority vote at the meeting.

### **Article XII. Procedure for the Election of Officers**

**Voting.** Officers and directors are to be nominated by a nominating committee of three (3) persons, two (2) of which are appointed by the President and one (1) appointed by the Vice President. The nominating committee will be appointed at the September meeting. The President shall name the Chairman of the Nominating Committee. The names of the Nominating Committee shall be printed in the October newsletter. The Nominating Committee shall nominate from among the eligible members of the Club, one candidate for each office and the other positions on the Board. The Nominating Committee is to interview each nominee prior to submitting their name for election to office. The names of the nominees are to be listed in the October newsletter. Elections are to take place at the November meeting of the club. The President must open the floor at the October or November meeting for any nominations from the floor. Nominations made from the floor must be written on the ballot prior to voting. Voting is to be by secret ballot. Voting shall be limited to those members in good standing who are present at the meeting. Each nominee receiving the greater number of votes is elected to the office to which he/she was nominated. In case of a tie, the winner will be determined by a flip of the coin. Ballots shall be counted by the current Treasurer and two (2) directors in good standing. A person who has not been nominated in accordance with these bylaws may not be a candidate in a club election.

### **Article XIII. Quorum**

The quorum for conducting official business of the Club is based on 51 percent of the average attendance of members at the previous three monthly meetings of the club. Proxy votes are accepted; this includes written permission for another member to vote another members' position, and also includes proxy by a phone call. The Officers will determine the validity of any submitted proxy.