



# **OPERATING POLICIES & PROCEDURES**

**ATTACHMENT 4**

**BYLAWS OF THE CLASSIC THUNDERBIRD  
CLUB INTERNATIONAL**

**Attachment 4 – Bylaws****BYLAWS OF THE CLASSIC THUNDERBIRD CLUB INTERNATIONAL****ARTICLE I: NAME**

The name of this corporation is CLASSIC THUNDERBIRD CLUB INTERNATIONAL, hereafter referred to as CTCI.

**ARTICLE II: OFFICES**

- a) The principle office for the transaction of business of the corporation is hereby fixed and located in the County of Los Angeles, State of California. The Board of Directors is hereby granted full power and authority to change said principal office from one location to another in said county.
- b) Branch or subordinate offices may at any time be established by the Board of Directors at any place where the corporation is qualified to do business.

**ARTICLE III: PURPOSES**

- a) To operate and maintain an organization to encourage and promote the admiration and ownership, care and maintenance, with safe and courteous operation, of the “Classic Thunderbird”, defined herein as a two-passenger 1955, 1956 and 1957 Ford Thunderbird automobile.
- b) To serve as a medium or exchange of ideas, information and parts for admirers and owners of the Classic Thunderbird to aid them in restoring and preserving these automobiles in their original likeness.
- c) To unite in an international organization all admirers and owners of Classic Thunderbirds who are interested in restoring and maintaining their automobiles in a manner that will promote admiration and respect within the community.
- d) To provide an international organization as a basis for local social clubs by the promotion of active Chapter organizations for club members to meet, socialize and maintain the spirit of good fellowship, and to participate in activities including the use of their Classic Thunderbirds.
- e) To further the interests of owners and drivers of Classic Thunderbirds and to promote the safety and enjoyment of motoring in all phases.
- f) To engage in any other activity related to that described above from time to time authorized or approved by the Board of Directors or members of this corporation.

**ARTICLE IV: MEMBERSHIP**

- a) Membership shall be open to all persons who are interested in the purposes of this corporation.
- b) There shall be one class of membership. The rights and privileges of all members shall be equal unless otherwise noted by these Bylaws.
- c) Active new membership in CTCI is obtained by submitting an application and payment of a new member initiation fee, and the annual dues as established by the Board of Directors. The annual dues, for the first year, may be prorated according to the schedule noted on the membership application form. Each year’s annual dues are renewable in full

on January 1 of the year, and become delinquent if not paid by February 1 of the year. Annual dues renewal notices will be mailed to each member during the month of December of each year. Non-payment of annual dues, by February 1, will result in automatic termination of CTCI membership. Such termination of CTCI membership may be voided without penalty, provided that the annual dues payment for the year is received by CTCI, not later than December 31. Membership lapses of a full calendar year, or more, may be reinstated upon repayment of the initiation fee and the annual dues for the current year.

- d) The Board of Directors is hereby granted the exclusive power and discretion to reject the application of membership of any person or may terminate the membership of any person for conduct deemed to be contrary to the stated purpose(s) of the Club.
- e) A membership in this corporation is not transferable or assignable.
- f) Each member will be issued an official CTCI plaque. All members will be issued copies of the official CTCI publications issued while a member and such other benefits as the Board of Directors may determine from time to time.

#### **ARTICLE V: BOARD OF DIRECTORS**

- a) The administration and management of CTCI is hereby vested in the Board of Directors, subject only to the limitations provided in these Bylaws or California law.
- b) The Board of Directors shall consist of nine persons, all of whom shall be members.
- c) The term of membership on the Board of Directors shall be two years for Regional Directors and three years for Director-at-Large.
- d) Three Regional Directors and one Director-at-Large, respectively, shall be elected annually.
- e) Any vacancy occurring on the Board of Directors shall be filled by the remaining Directors for the balance of the term of the Director being replaced.
- f) The Board of Directors shall meet regularly once each year at the principal office or such other place as is designated by the President. Regularly is construed to mean no later than the 6th weekend of the year.
- g) Any action permitted to be taken under the laws of the State of California by the Board of Directors may, in lieu of a formal meeting, be conducted via email as outlined in the OP&P (Operating Policies & Procedures) of CTCI. The original of such written consent is to be filed in the minute book of the corporation.
- h) A majority of the members of the Board of Directors shall constitute a quorum.
- i) Written notice of all meetings of the Board of Directors shall be given by the President at least seven days in advance of any meeting.
- j) The Board of Directors is hereby authorized to establish such committees as it shall in its discretion deem appropriate, including executive committee, nominating committee, Convention committee, finance committee or others as needed. Such committees shall conduct their business in such a manner as directed by the Board of Directors or the President, but in no event inconsistent with these Bylaws.
- k) No member shall be eligible to hold elective office as a member of the Board of Directors for more than four years during any six year period, the period beginning on the date of the member's first election as a member of the Board after January 1, 1971.
- l) A Director-at-Large shall not be eligible to hold office for consecutive terms.
- m) Terms of office of Directors shall be from January 1 through December 31 of the respective years.

- n) One Regional Director shall be elected for each of the three odd-numbered Regions in November of the odd-numbered years, and for each of the three even-numbered Regions in November of the even-numbered years, the Regions to be established by boundaries and numbers prior to January 31, 1976, for terms commencing on the next January 1.
- o) Each Regional Director, respectively, shall reside in the Region elected to represent for the full duration of any term of office.
- p) The election of Director-at-Large shall be conducted in November of each year, in conjunction with the election of Regional Directors, the term of office commencing on the next January 1.
- q) The final date for nomination of any member as a candidate for Director shall be August 1 of each year with the final date for the receipt, and counting, of ballots to be November 15 of each year.
- r) Each member in good standing shall be eligible to vote for the Regional Director from their Region and the Director-at-Large. If there is but one candidate for any Director position, that candidate will be declared elected to that position.
- s) In the event that there are no volunteer candidates for election to the Board from either a Region or At-Large, the Board shall appoint a Director from the Membership to occupy that vacant position subsequent to the Regular Election.
- t) The Board of Directors is hereby authorized to employ a "Managing Director", who, under the direction of the Board of Directors, will manage the ongoing daily business of the Corporation. The Board shall employ other personnel as shall be necessary for the proper operation of the corporation. The Managing Director shall also hold the non-voting Board position of Assistant Secretary.
- u) The Board shall, out of collected dues, purchase and maintain such insurance policies providing (1) protection of property (fire & theft), liability, and other casualty insurance the Board deems necessary, (2) Fidelity Bond, naming the Manager and such other persons as may be designated by the Board. (3) Workman's Compensation, as required by the State of California, (4) Directors and Officers Liability Insurance.

#### **ARTICLE VI: OFFICERS**

- a) The Officers of the corporation shall be President, Vice-President, Secretary and Treasurer. The Board is hereby authorized to appoint such Officers as may be required.
- b) The Officers of CTCI shall be elected by the Board of Directors for a term of one year. The election to be conducted in conjunction with the Annual Board of Directors Meeting with the term in office to begin at the conclusion of the Board Meeting and to continue through the completion of the next successive Annual Board Meeting.
- c) All Officers shall be members in good standing.
- d) The President and Vice-President shall each be elected members of the Board of Directors at the time of election as an office of CTCI.
- e) Any vacancy occurring in the office of President, Vice-President, Secretary or Treasurer shall be filled by a majority vote of the Board of Directors but consistent with the qualification requirements of these Bylaws.

#### **ARTICLE VII: BIENNIAL MEETING OF MEMBERS**

- a) There shall be a biennial meeting of all members of CTCI once in each even-numbered year at such time as the President determines.

- b) Written notice of such biennial meeting shall be mailed to each member in good standing at least sixty days in advance of such meeting. The requirement for a mailed notice of the meeting may be satisfied by an announcement of the meeting in an appropriate issue of the Early Bird.

### **ARTICLE VIII: CHAPTERS**

- a) Any six or more members of CTCI desiring to organize a local club for activities within the scope of the purposes of this corporation and its Articles and Bylaws, and willing to undertake the responsibilities and duties set forth below may, when so approved by the Board of Directors of CTCI, establish a Chapter.
- b) Membership in such Chapter shall require, as a prerequisite, ownership or desire to own, in whole or in part, a Classic Thunderbird, possession of a valid automobile operator's license, possession of public liability and property damage insurance equal to the minimum requirements prevailing in the jurisdiction where the Chapter is located, but in no event less than that required by the State of California, and such other conditions as may be imposed by the Chapter itself, subject to prior approval of the Board of Directors of CTCI.
- c) Chapter may, upon the decision of at least two thirds of its members, assess dues, providing that such dues are expended to carry the purposes of this organization and are not inconsistent with its Articles and Bylaws.
- d) A Chapter may adopt Bylaws, elect Officers and take such other action as may reasonably be required to accomplish its purposes, subject, however, to the approval of the Board of Directors of CTCI.
- e) Any Chapter which accepts non-CTCI members must, as a condition of charter, incorporate.
- f) Any Chapter not conforming to the stipulations set forth in these CTCI Bylaws may, by a majority vote of the CTCI Board of Directors, have the Chapter Charter temporarily, or permanently suspended or revoked. The reason(s) for such suspension or revocation to be detailed in writing by the CTCI president to the Chapter President at least ninety days prior to any final action by the CTCI Board of Directors
- g) All Chapter Officers including but not limited to the President, Vice President, Secretary, Treasurer and Advisory Council Representative, must be members, or the spouse of a member, of CTCI in good standing.
- h) International Chapters (those outside the 50 United States) are only required to have the President be a member, or spouse of a member, of CTCI in good standing.

### **ARTICLE IX: ADVISORY COUNCIL**

- a) An Advisory Council is hereby established, composed of one representative for each duly chartered Chapter.
- b) The functions of the Advisory Council shall include, but are not limited to, advising the Board of Directors and the Officers on any and all matters of CTCI business.
- c) A representative to the Advisory Council shall be elected by the Chapter membership, or appointed by the Chapter president, for a term not to exceed two years. No Officer or Director of CTCI shall be eligible to be an Advisory Council Representative concurrent with his term of his CTCI office.
- d) The Advisory Council may establish such Committees as it shall deem appropriate to accomplish its function.

- e) An Advisory Council Representative must be a member, or the spouse of a member, of CTCI in good standing.
- f) All Chapter Advisory Council Representatives shall communicate their Chapter's CTCI matters and concerns directly to the duly elected CTCI Director for their region.

#### **ARTICLE X: AMENDMENT OF BYLAWS**

- a) Bylaws may be adopted, amended or repealed by the Board of Directors subject to final approval of the membership, by mail ballot, before any action is initiated by the Board of Directors.
- b) Any action taken by the Board of Directors to adopt, amend, or repeal Bylaws shall be published in one, or more, Issue(s) of the EarlyBird with no less than sixty days permitted from the mailing date of the first publication to the date for final vote; or Bylaws may be adopted, amended or repealed by the membership present and voting at any regular meeting of the membership, when a quorum, as required by the California Corporations code, is present.
- c) Voting may be by mail ballot to all members in good standing.
- d) A two-thirds affirmative vote of the members voting shall constitute adoption of the amendment.

#### **ARTICLE XI: DISSOLUTION**

- a) In the event that CTCI ceases to be a viable organization, action will be initiated by the remaining Board of Directors to dissolve the organization, in accordance with applicable state and federal regulations. Upon dissolution, the assets of the organization are to be used initially to satisfy any outstanding legal debts and encumbrances. The remaining assets are then to be transferred to the Automobile History Collection of the Detroit (Michigan) Public Library. No portion of the assets will inure to the private benefit of, or be distributed to, any member, trustee, Director, Officer, or appointee of the organization, contributor, thereto, or private individual or person.

#### **ARTICLE XII: RULES OF ORDER**

All meetings shall be conducted in accordance with Robert's Rules of Order.

**Amended September 22, 2012**