

**BY-LAWS of the
SOUTHERN TIER ANTIQUE TRACTOR CLUB**

April 24, 2017

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BY-LAWS

SOUTHERN TIER ANTIQUE TRACTOR CLUB

ARTICLE I

Club Details

Section 1.

The name of this club shall be Southern Tier Antique Tractor Club

Section 2.

Club headquarters shall be within the immediate area of the Triple Cities. The Club shall serve areas of South Central New York and North Central Pennsylvania. Club meetings may be held in either state, subject to the provisions in Article V of these By-Laws.

ARTICLE II

Purpose

The purpose of this Club is to promote interest in the historical aspect, preservation, restoration, and operation of antique tractors, their accessories, implements, lore, and literature. This includes the collection and display of model agricultural items and toys.

Our Motto — "Tractors are our Passion, but Charity is our Goal."

ARTICLE III

Dissolution of Association

If the Club is dissolved for any reason any club assets and/or monies shall be donated to another Club(s) and/or charitable organization(s), to be chosen and voted upon by a majority vote of the members in good standing that are present.

ARTICLE IV

Membership

Section 1. Qualifications:

Persons supporting the purpose of the Club, 18 years of age and older, may become members of the Club. Persons under the age of 18 may become members through a parent or guardians' membership. Spouses of members and unmarried dependents under the age of 18 shall be considered as members, provided that they are listed as such on the membership application submitted. Nothing in this section shall preclude any family member 18 years of age or older from becoming an individual member, provided that the proper dues are paid. The Club Treasurer and President or a Director shall approve applications. When qualifications are met, and dues paid, the member shall be referred to a member in good standing.

Section 2. Voting, etc.:

Family type memberships shall constitute two votes at any club meeting. A person becoming a new member at a regular monthly meeting will not be eligible to vote on Club business until the next monthly meeting. Only one newsletter or other announcement shall be sent to any one family membership.

Section 3. Dues, etc

Dues and the type of membership available shall be determined by the Club Board and ratified by a vote of the membership at the annual meeting for the upcoming year. Dues are due in January of each year.

Section 4. Termination:

The membership of any Club member may be terminated by a two-thirds majority vote of the full membership of the Club Board after an appropriate hearing has been held for the conduct unbecoming to a member of this club. This hearing shall be held by the full membership of the Club Board. The member(s) affected may appear before this hearing, if they so desire. The general membership may attend such hearings. Further, the Club Board may suspend or expel any member who fails to pay their dues by March 1st after the due date.

Section 5. Resignation:

Any Club member may resign by tendering his resignation in writing to the Club Board, but such resignation shall not relieve the member from any physical or financial obligation due the Club. This includes property and dues.

ARTICLE V

Meetings of Members

Club members and officials shall hold at least three meetings each year for the purpose of conducting business. In addition, other meetings may be held from time to time as approved by the Club Board and a vote of the membership. These meetings shall be as follows:

Section 1. Required Meetings:

Three required meetings shall be held for the general membership of this Club each year. One such meeting shall be in November of each year for the express, but not sole, purpose of nominating Club officials; the second shall be held in December for electing Club officials for the upcoming year and voting as to the number and term of Club Directors. Necessary organizational changes may be made, such as the amount of dues and types of memberships and any other business properly put before the Club Board or membership may be dispensed with at this meeting

The third such yearly meeting (Annual Meeting) shall be held in January of each year. This meeting shall be opened by the immediate past President or official acting in his place, and a report shall be given as to the results of the Club elections held in December of the previous year, and the Club activities of the previous year. The meeting shall then be turned over to the newly elected President, and all newly elected Directors and Officials who are installed at this time. Dues shall become payable at this meeting and committees for the present year may be named at this meeting. The frequency and terms of the upcoming year's meetings and activities shall be discussed and voted on by the membership. Further, any other Club business may be dispensed with at this meeting.

Section 2. Regular Meetings:

Regular Club meetings will be held throughout the year. Normally, these meetings will be held on the third Monday of each month. This shall be decided on by a vote of the membership at the January meeting. Any Club business may be dispensed with at these meetings, and these meetings may also be combined with a recreational-type activity for members and families. The Club Board or a majority of the voting members may call special meetings, provided that the Club Secretary or other Club Board member as outlined in Section 3. gives notification.

Section 3. Notification:

An announcement for the next regular monthly Club meeting shall be made at the current monthly meeting. Club members must be notified in person, by telephone, or by mail of all Club meetings at least three days prior to the regular meeting and seven days prior to special meetings. Notice of the meeting shall be deemed delivered when deposited in the United States Mail addressed to the member or family unit as listed in the Club records. Notification may be made by e-mail if such communication is acceptable to the member. This notification shall be the responsibility of the Club Secretary, or in their absence, the Club Board.

Section 4. Meeting Cancellation

Regular Club meetings and other meetings will be cancelled if the Union Endicott School District closes school or evening activities for weather related incident.

ARTICLE VI

Quorum

Section 1. Required Meetings

For the purpose of transacting Club business at the Annual meeting in January, and the November and December meetings, a quorum shall consist of at least 10 voting members of the Club. Further, the assembled group shall include at least a two-thirds majority of the Club Board. and must include the President or Vice-President, Treasurer and the Secretary, Should a quorum not be formed, the Club Board may postpone the meeting to another date or the next monthly meeting and/or appoint temporary replacements for those officers who willfully fail to attend.

Section 2. Regular Meetings:

For the transaction of Club business at meetings other than the required meetings, a quorum shall consist of at least ten of the voting members. Further, the assembled group shall include a majority of the Club Board, and this must include the President or Vice-President and the Secretary or a person appointed by the Club Board to act as secretary.

Section 3. Voting:

Unless otherwise specified in these By-Laws, a majority approval for any vote shall mean a simple majority.

ARTICLE VII

Club Board of Directors

Section 1. Organization:

The Club Board of Directors, which may also be known as the Club Board shall consist of the Directors, the President; the Vice President, the Secretary, the Treasurer, the Historian, the Safety Officer, and past Presidents. The Club Board may meet at regular-Club meetings or at special meetings. The President or a majority of the Directors may call such a special meetings by giving three days notice ether in writing, by phone or by e-mail with topics to be discussed.

Section 2. Powers:

The governing body of this Club shall be the Club Board, as outlined in Section 1 of this article, and this body shall manage the affairs, activities and operations of this Club They shall have the authority to make rules concerning Club operations and activities. The Club Board may also have powers as stated elsewhere in these by-laws.

Section 3. Limitations:

The following Club Board actions shall be ratified by a vote of the membership.

- (a) amount of dues and the conditions of membership,
- (b) frequency of meetings and other activities
- (c) meeting locations and dates as stated in ARTICLE V
- (d) financial decisions other than the normal day-to-day operation of the Club and of the newsletter
- (e) types of chapter displays or meets to be held
- (f) specific actions stated in these by-laws as requiring a membership vote.

Section 4. Directors:

The number of Club Directors shall not be less than three or more than six. This shall be decided by a vote of the membership as stated in ARTICLE IV.

Section 5. Term

The term of office of Club Directors shall be two years. Four (4) Directors shall be elected in December of odd-numbered years, and the remaining number shall be elected in December of even-numbered years.

Section 6. Requirements:

Each Club Director shall be current on dues. Subsequent to the enactment of these by-laws, no Club Director shall be absent from three consecutive meetings, including Club Board meetings, unless such absence is, caused by extenuating circumstances. Such a director not meeting requirements shall be dropped from the board.

Section 7. Vacancies:

Any vacancies on the Club Board, whether it is a Club Director or Club Officer, shall be filled by a vote of the remaining Club Board.

Section 8. Compensation:

No Member of the Club Board including Club officers, shall receive any stated salaries or compensation for their services

Section 9. Misconduct:

Should any Club Director(s) or Club Officer(s) face accusations of misconduct or failure to perform their duty, the remaining Club Board shall bring the matter before the general membership and hold a hearing before the general membership. The membership shall then vote on what action shall be taken.

ARTICLE VIII

Officers

Section 1. Offices:

The Officers of the Club shall consist of a President, Vice-President, Secretary, Treasurer, Historian, and Safety Officer. The same person may hold the offices of Secretary and Treasurer. Any member or Club Officer may hold the position of Historian. The Club may create additional offices as the need arises. Club Officers and the Club Directors shall make up the Club Board and the officers shall have the same voting power as the Directors at Club Board meeting. Attendance requirements shall the same for both Officers and Directors. All Officers and Directors shall be at least 18 years of age, except for the President and Vice-President, who shall be at least 21 years of age. Terms of office limited by membership's approval or disapproval.

Section 2. Duties:

(a) **President.** The Club President shall preside at all the Club meetings and at all Club Board meetings. In their absence, the Vice-President first, or a Club Director second, shall preside at a meeting. The President shall appoint members in good

standing to the positions of greeter /attendance taker, sergeant of arms, sunshine chair person and event co-coordinator.

(b) Vice-President. The Club Vice-President shall, in the absence of the President or in the event of his inability or refusal to act, perform all stated duties of the Club President, and when so acting, shall have all the stated duties and restrictions of the office of President. The Vice-President shall perform such other duties as may be assigned to them by the President or Club Board.

(c) Secretary. The Club Secretary shall have the following duties: Handle all official correspondence, including announcements, and shall keep minutes of the meetings of the Club and the Club Board. If the minutes are not published in the newsletter, read the minutes of the last meeting at the general membership meeting. Keep a list of current members and copies of the by-laws. Give a copy of the minutes to the President. Shall give all Club, and Board, minutes to the historian yearly.

(d) Treasurer. The Club Treasurer shall be the custodian of all Club funds. This includes keeping records of all funds received and disbursed:. The-Treasurer shall make a financial report at every Club meeting. The Club Treasurer has the right to, issue proper checks up to one hundred (\$100) dollars without approval of the Club Board. Checks over one hundred (\$100) dollars must be approved by the general membership. The treasurer can also maintain up to one hundred (\$100) cash for day to day operation of the Club.

(e) Historian. The Historian shall maintain a record of all club activities. This can be in scrapbook form or a suitable filing system. Which ever system is adopted, commonality should be maintained as the office is passed from year to year .Record shall include Club activities and news of Club members. An amount of one hundred (\$100) dollars may be used for supplies to accomplish this. All Secretary Minutes passed annually will be held by the Historian.

(f) Safety Officer. The Safety Officer will see that the safety procedures are followed at Club, events as recommended by the Club Board; that procedures are followed in compliance with insurance carrier; and that insurance is available at all club events. He shall also make recommendations to the Club Board for club procedures relating to safety at future events. He shall maintain a copy of the insurance policy, and work with the Events Coordinator.

(g) Sunshine Chairperson. For a hospitalization or serious illness, the Sunshine Chair person shall send a member a card. A floral piece or contribution up to Fifty (\$50) dollars shall be sent at the death of any member or member's spouse or children. This is an appointed position.

(h) Events Coordinator. The Events Coordinator works along with the Safety Officer; schedules all events; follows in compliance with Insurance Carrier; Calls carrier for Certification of Insurance (If required). Maintains a copy of the insurance policy. This is an appointed position.

(i) Sergeant Of Arms. The Sergeant of Arms opens and controls meetings; Brings an American Flag to each meeting or event; Carries a copy of "Roberts Rules of Order"; if the need arises, is authorized to delegate a member or Board Member to fill in for the position of Secretary if the current Secretary is unable to attend the meeting. This is an appointed position.

ARTICLE IX

Committees

Section! General:

The President, with the approval of the Club Board, may appoint standing or special committees from time to time as may be required to suit the best interests and needs of the Club members and Club activities.

Section 2. Standing:

The President, with the approval of the Club Board shall appoint a standing committee, known as the Club By-Laws Committee, Safety Committee, and Operations Committee, consisting of at least three (3) Club members each; who do not hold a Club Office at that time. The purpose of these committees will be to make recommendations for By-Laws changes, for Club operational-changes and for safety precautions during chapter activities. These committees may make there recommendations at any Club meeting as requested by the Club Board. These committees shall be appointed as the need arises thru out the year and shall serve through December of that year.

Section3. Standing:

The President, with the approval of the Club Board, shall appoint a standing committee known as the Finance Committee (Audit) consisting of three (3) board members, The purpose of this committee shall be to monitor and audit the financial condition of the Club and to make a report at the annual (January) meeting or at any other time deemed necessary; This Committee may also investigate and recommend methods for increasing Club funds and/or decreasing expenditures. This Committee shall be appointed in November of each year and shall serve through January of the next year. The Finance Committee Report shall be placed on file with the Club Secretary.

Section 4 Standing

The President, with the approval of the board shall appoint a standing committee, known as the Nominating Committee. The purpose of this committee shall be to select qualified candidates that are members in good standing, to fill the office of President, Vice President, Secretary, Treasurer, Historian, Safety Officer and Club Director(s). This committee after making their selections shall contact and receive permission from each candidate to submit their name and position at the General membership meeting. Nominations for any Club Office or Club Director(s) may be made by the general membership consisting of at least three (3) Club members and presented to the nominating Committee one week in advance of the general membership meeting for presentation to the general membership. There will be no nominations accepted from the floor.

Persons on the Committee are to be one a Director who will be staying on next year and one who will be leaving at the end of the year. Other members may be added at their request.

Voting by the general membership will be in month December.

ARTICLE X

Club Meets

The Club shall hold local antique tractor meets each year as shall be determined by the general membership

ARTICLE XI

Amendments/Changes to By-Laws

Amendments/Changes to the By-Laws can be made at any time and can be initiated by the Club Board or any Club member in good standing. Changes shall be submitted to the By-Laws committee under the following rules:

Section 1. Proposal: Any amendment change proposal shall be submitted, in writing, to the By-Laws Committee. This proposal shall be distributed to the total membership, in writing, at least 30 days prior to a vote. This same proposal shall be presented at the next regular Club meeting. The proposal shall be discussed. If no additional changes are made, a vote shall be taken.

Section 2. Additional Changes: If additional or new changes are needed, as a result of the above vote, the procedure shall be restarted as described in Section 1 (above) After a change has been accepted by a majority vote, the change shall be recorded in the By-Laws with the recording date placed in the margin next to the change.

ARTICLE XII

Procedures

All manner of Club business shall follow the procedure outlined in "Roberts Rules of Order, Revised"

April 2017 change notes. This April 24, 2017 version of the By-Laws is an update to By-Laws published Sept 25, 2009. The changes were published in the Feb and Mar 2017 Newsletter and approved by the general membership in the April meeting. Copies of any of these documents are available from the secretary.