

Constitution and Bylaws

Choo Choo Chapter BMW Car Club of America

CONSTITUTION

1.0 The purpose of Choo Choo Chapter BMW Car Club of America (hereafter, the "Chapter") is to provide a social, educational, and benevolent association of BMW automobile owners and enthusiasts.

2.0 Membership

2.1 Any BMW automobile owner or enthusiast living within the established boundaries of the Chapter is eligible for membership in the Chapter.

2.2 The Chapter consists of Postal Zip Codes within a fifty-mile radius of Chattanooga, Tennessee.

2.3 Potential members must apply to the BMW CCA National Office.

2.4 Classes of membership as defined by National are:

2.4.1 General Membership

2.4.2 Associate Membership

3.0 Officers

3.1 The elected officers of the Chapter shall be as follows:

3.1.1 President

3.1.2 Vice President

3.1.3 Secretary

3.1.4 Treasurer

3.2 Other officers appointed by the elected Board members shall be as follows:

3.2.1 Newsletter Editor

3.2.2 Two to four "Officers-at-Large"

3.3 The "Voting Board" shall consist of a minimum of six officers and a maximum of eight officers appointed as defined in the Bylaws.

3.4 Terms of Office

3.4.1 The term of office shall be one calendar year.

3.4.2 No member can hold an elected office for more than four consecutive years nor any appointed office for more than six consecutive years.

4.0 Elections and Meetings

4.1 Elections shall normally be held in November of each year and new officers to be installed by the December General Meeting or at a holiday social gathering of the Chapter.

4.2 Officers shall be elected by a vote of members on an official ballot returned through the mail or in a ballot box provided by the Chapter Secretary at a General Meeting.

4.5 Emergency Voting Board decisions outside scheduled meetings can be accomplished by telephone and a 2/3s majority vote of the full Voting Board.

5.0 Amendments to the Constitution can occur at a properly called General Meeting by a 2/3s majority vote provided that the General Membership has received previous notice.

BYLAWS

1.0 Membership Rights

- 1.1 Each member shall receive a minimum of four Chapter newsletters per year.
- 1.2 Each is entitled to participate in all Chapter events and attend all meetings.

2.0 Meetings

- 2.1 There shall be a minimum of four General meetings per calendar year and four Voting Board meetings per year.
- 2.2 A quorum shall consist of 25% of the General membership or Voting Board in attendance at a duly called meeting of same.
- 2.3 All business other than amendments to the Constitution or Bylaws or the removal of an officer, shall be binding by a simple majority vote.
- 2.4 There will normally be a financial planning meeting each fall quarter of the year to set a budget for the next calendar year.
- 2.5 There will normally be an event planning meeting in the first quarter of each year to plan the year's events through the first quarter of the next year.
- 2.6 The fiscal year shall be the calendar year.

3.0 Officers' Responsibilities

3.1 President

- 3.1.1 Presides over all meetings of the Chapter, prepares the agenda, and directs the discussion thereof.
- 3.1.2 Acts as ex -officio member of all standing and temporary committees except the Nominating Committee.
- 3.1.3 Executes all documents of the Chapter as authorized.
- 3.1.4 Is responsible for the Chapter reports to regional and national officers as required by BMW CCA.

3.2 Vice President

- 3.2.1: Acts in place of the President at his/her direction or in his/her absence.
- 3.2.2 Assists the President and/or Voting Board as directed.
- 3.2.3 Serves annually as Chair of the Nominating Committee.

3.3 Secretary

- 3.3.1 Records and preserves the minutes of all Voting Board meetings and all business meetings of the General Membership.
- 3.3.2 Reads the minutes of previous meetings as requested by the President.
- 3.3.3 Prepares correspondence of the Chapter when so directed.
- 3.3.4 Notifies appropriate regional and national offices of Chapter officers' names, addresses, and telephone numbers after annual elections.
- 3.3.5 Notifies the State of Tennessee (if the Chapter is incorporated) of required information annually and secures any payment of fees thereon.
- 3.3.6 Oversees elections of officers and counts ballots to confirm elections.

3.4 Treasurer

- 3.4.1 Keeps and preserves all the financial records of the Chapter.
- 3.4.2 Furnishes reports to the Voting Board at each meeting, quarterly to the General Membership of the Chapter, and annually as required by regional and national offices.
- 3.4.3 Receives all monies on behalf of the Chapter and deposits same to the Chapter's bank account.
- 3.4.4 Expends funds as authorized and with one of four officers authorized to sign checks.
- 3.4.5 Obtains any insurance refunds where required from the National BMW CCA.

3.5 Officers-at-Large

- 3.5.1 Shall be two to four members of the Voting Board elected by the General Membership annually
- 3.5.2 Undertakes duties and responsibilities as requested by the Voting Board.

3.6 Other Appointed Positions

- 3.6.1 Newsletter Editor: Provides newsletter to Chapter members.
- 3.6.2 Activities Director: Plans, organizes, and directs events for the Chapter.
- 3.6.3 Membership Recruiter: Spearheads membership applications and growth.

3.7 Officer Responsibilities

- 3.7.1 All elected officers shall attend all called meetings unless a written excuse is submitted to the President.
- 3.7.2 Failure to attend two consecutive Voting Board meetings shall constitute a vacant office and a replacement appointment shall be made in due time.

4.0 Nominations / Elections

4.1 Nominating Committee

- 4.1.1 Each year the Voting Board shall serve as a nominating committee to present a slate of elected officers to the General Membership.
- 4.1.2 The President shall not serve on the Nominating Committee.
- 4.1.3 Nominations shall be presented to the General Membership in a called meeting or in the newsletter or in a special mailing at least one month prior to elections.

4.2 Elections

- 4.2.1 A member may run for office upon the nomination of the Nominating Committee, by personal request to the Voting Board, or by nomination from the General Membership.
- 4.2.2 All elections shall be by written ballot.

5.0 Other Committees:

May be formed as needed by the Voting Board or by a majority vote of the General Membership.

6.0 Amendments

- 6.1 Amendments to the Bylaws shall be duly published to the General Membership one month in advance of anticipated presentation.
- 6.2 A 2/3s majority vote of the quorum present shall be necessary to adopt an amendment.

7.0 Insurance

- 7.1 All events, as defined by the National BMW CCA must be covered by Insurance.
- 7.2 All event chairs will be responsible for insuring events properly and must provide proof of same to the Activities Director.

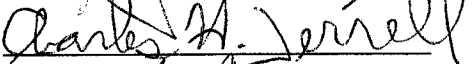
The pro tern officers of Choo Choo Chapter BMW Car Club of America, pending approval by the General Membership, hereby approve the foregoing Constitution and Bylaws:



Brenda Terrell, President



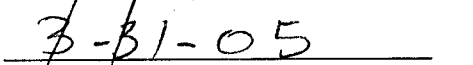
Art von Werssowetz, Vice President



Charles H. Terrell, Treasurer



Jennifer Cummins, Secretary



Date