



SOUTH JERSEY REGIONAL MUSTANG CLUB BYLAWS

Article I:

The name of this organization shall be known as the South Jersey Regional Mustang Club (hereafter referred to as either the Mustang Club or as The Club). Founded in 1979, it is an approved chartered chapter of the Mustang Club of America (MCA), having received its charter in 1980. It is also a founding member of the Mustang Museum.

Article II: Objectives

- A. To promote the enjoyment and preservation of the Mustang automobile.
- B. To promote friendly relations with fellow Mustang owners.
- C. To encourage communications with other Mustang Chapters and to maintain a working relationship with these organizations.
- D. To aid fellow Mustang owners in rebuilding, restoring, and maintaining Mustangs and to share the knowledge and experience gained through such projects.

Article III: Membership and Dues

- A. All members, at the paying of dues, shall complete an application for membership and are requested to provide a photo of their cars for the Club portfolio.
- B. All members shall be required to join the national organization known as the Mustang Club of America (MCA).
- C. Dues shall be as set by the Board of Directors, subject to membership approval, and shall be paid upon membership approval.
- D. Dues shall be due at the January meeting and dues shall be for the calendar year. Any new member joining in the months of November or December and paying dues shall be a member in good standing for the following year.
- E. Dues shall be considered delinquent if not paid by the March meeting. Payment after that time will be subject to a penalty and the members name may not appear in the current Club roster.
- F. Ownership of a Mustang is not essential, however, enthusiasm is.

Article IV: Officers and Elections

- A. The elected officers shall be President, Vice-President, Treasurer, and Recording Secretary.
- B. Notice of nominations for Officers shall be sent out to all current members by the Recording secretary, prior to the month of September's meeting, stating that nomination of Officers shall take place at the September and October meetings.
- C. Nominations can only be made and seconded by members in good standing, in order for the nomination to be put on the ballot.
- D. All nominations shall come from the floor of the meeting.
- E. All nominees reserve the right to decline nomination.
- F. After the nominations are closed in October, the Election Committee – which shall consist of two non-nominees appointed by the President, shall mail out ballots to all current members. They shall also tally the ballots.
- G. Results of the election shall be announced at the November meeting.
- H. New Officers shall take office at the January meeting.
- I. All officers shall be a member of the Mustang Club of America (MCA) for a minimum of two years prior to holding office.
- J. In the event the position of an elected officer is vacated during its term, a special election will be held at the next membership meeting. Nominations and voting will occur at this meeting, and the newly elected position will be filled without delay.

Article V: Officers and Duties

- A. The President
 1. Shall preside over all meetings, preserve order, and preserve the bylaws.
 2. Shall make appointments to the Board of Directors, shall make committee appointments, shall appoint a National Director to the Mustang Club of America, shall appoint a Club Newsletter Committee, shall appoint a Club Events Director, and any other appointments as may be deemed necessary for the operations of The Club.
 3. Shall preside over the Board of Directors and report back to the membership actions taken by the Board.
 4. Shall represent The Club at meetings with other clubs, affairs, etc., and shall reflect a positive image of The Club.
 5. Shall call special meetings as necessary to conduct Club business.
 6. Shall transfer the title to the Club trailer into his/her name from the previous president, for motor vehicle registration purposes. Possession of the trailer, its contents and transportation to the Club events will be the responsibility of the president for the term of service. The president shall be responsible for all Club possessions and must convey all possessions of the Club to the new president upon election.

- B. The Vice-President
 - 1. Shall preside over meetings and perform all presidential duties in the absence of the President.
 - 2. Shall assume the role of president should it be deemed necessary, and perform all presidential duties.

- C. The Treasurer
 - 1. Shall keep an accurate account of all Club moneys and give a report at each general membership meeting and at each Board of Directors meeting.
 - 2. Shall see that all approved bills are paid in a timely manner.
 - 3. Shall be the primary signature on all checks, maintain the checking account, verify all bank statements to their accuracy, and maintain any and all moneys as necessary.

- D. The Recording Secretary
 - 1. Shall keep an accurate record of the proceedings of all meetings held.
 - 2. Shall maintain The Club roster.
 - 3. Shall give reports as necessary at Club meetings.

- E. The National Director
 - 1. Shall be responsible for maintaining a liaison with the Mustang Club of America, providing them with an ongoing report of our Club's activities and events.
 - 2. Shall keep abreast with what is happening within the Mustang Club of America.
 - 3. Shall work with other directors to best represent our Club's best interests and to present The Club's point of view.
 - 4. Shall give a report to the membership meeting each month of events and activities that might affect membership.

Article VI: The Board of Directors

- A. The Board of Directors shall be comprised of all Officers as well as a minimum of six persons appointed by the President.
- B. The Board will serve for the calendar year. Should a member be unable to complete their term, the President shall appoint a new person to complete the remaining term.
- C. The Board will meet a minimum of six times prior to the December meeting.
- D. All decisions made by the Board must be by majority decision, whether or not all members are present. However, a quorum of seven must be present.
- E. The President will report to the general membership meeting of any actions taken at the Board meeting, and will put before the membership for a vote, that which would require a vote. This would include changes to the bylaws and any Club policy, as well as major capital outlays by The Club.

- F. The Board shall initiate all changes to the bylaws and policy changes within The Club and prepare them for vote by the general membership.
- G. The Board will act on matter brought before it at the prior general membership meetings and will be open to all suggestions from the floor.

Article VII: Code of Conduct

- A. To ensure orderly operation and provide a fun family environment, the South Jersey Mustang Club expects members to follow rules of conduct that will protect the interests and safety of the members and the Club.
- B. Members will conduct themselves at all meetings, shows, events, cruises, social media, etc. in a fashion befitting good taste and etiquette.
- C. Members will also be responsible for the conduct of their guests attending functions and activities.
- D. It is not possible to list all the forms of behavior that are considered unacceptable by the Club.
The following are examples of infractions of the rules of conduct that may result in disciplinary action, up to and including termination of membership, as outlined in Article VIII of the bylaws.
 - 1. Boisterous or disruptive activity.
 - 2. Conduct that is intimidating, hostile or offensive.
 - 3. Fighting or threatening violence.
 - 4. Insubordination or other disrespectful conduct.
 - 5. Negligence or improper conduct leading to damage of property.
 - 6. Sexual or other unlawful or unwelcome harassment.
 - 7. Theft or inappropriate removal or possession of property.
 - 8. Unauthorized disclosure of Club information.
 - 9. Unauthorized use of Club owned property.
- E. Use of the Club name, logo, or other Club material for private use or gain is prohibited. Any such use must be approved by the Board of Directors.
- F. All Club logos, materials, or other products developed over the course of time by any individual pertinent to Club business or function are to be the property of the South Jersey Regional Mustang Club.
- G. Members are encouraged to participate in shows, cruises, and other events, and to present the finest image possible of The Club.
- H. Membership with the South Jersey Mustang Club is a privilege that either party may terminate that relationship at any time, with or without cause, and with or without advance notice.

Article VIII: Progressive Discipline

- A. The purpose of this policy is to state the South Jersey Mustang Club's position on administering equitable and consistent discipline for unsatisfactory conduct in the club environment.
- B. The South Jersey Mustang Club's own best interest lies in ensuring fair treatment of all members and in making certain that disciplinary actions are prompt, uniform, and impartial. The major purpose of any disciplinary action is to correct the problem and prevent recurrence.
- C. Disciplinary action may call for any of these steps:

1. Verbal Warning.
 2. Written Warning.
 3. Suspension.
 4. Termination of Membership.
- D. Depending on the severity of the problem and the number of previous occurrences, there may be circumstances when one or more steps are bypassed.
 - E. Progressive discipline means that, with respect to most disciplinary problems, these steps will normally be followed: a first offense may call for a verbal warning; a next offense may be followed with a written warning; another offense may lead to a suspension; and, still another offense may then lead to termination of membership.
 - F. The South Jersey Mustang Club recognizes that there are certain types of problems that are serious enough to justify a suspension, or, in extreme situations, termination of membership, without going through the usual progressive discipline steps.
 - G. It is the responsibility of the South Jersey Mustang Club Board of Directors to address and determine what level of discipline is to be enforced in a timely manner.
 - H. It is the responsibility of the President to inform member(s) of discipline as decided by the Board of Directors.
 - I. It is the responsibility of the Secretary to record any disciplinary action taken by the Board of Directors.

Article IX: Standing Committees

- A. The Club Activities Director/Directors shall be responsible for coordinating all Club activities with the assistance of their committees. Proper planning, notification to the membership and the obtaining of resources shall be a part of the Director's responsibility.
- B. The Club Program Director shall endeavor to have a program of activities, presentations, or information pertaining to or about Mustangs or classic and collector vehicles.
- C. The Newsletter Committee will be responsible for the presentation and providing of a newsletter on at least a bi-monthly basis. Enough copies will be provided so that the Recording secretary can see that all members in good standing receive a copy, as well as other clubs to which we maintain contact, so that they may be kept informed of our activities.
- D. The Club Historian shall keep a Club portfolio/scrapbook of all Club activities, along with photos of Club member's cars. Copies of newsletters and any other data as may be deemed to be of value to maintain a record of the Club's history shall be preserved.

