



# Nation's Capital Norton Owners

## CONSTITUTION AND BY-LAWS 2011

### **ARTICLE I—Name**

The name of the club shall be: NATION'S CAPITAL NORTON OWNERS

### **ARTICLE II—Principles**

- Section 1 To promote the use and pride of Norton motorcycle ownership.
- Section 2 To provide an arena for the exchange of technical information and parts availability in an effort to extend the useful life of Norton motorcycles.
- Section 3 To maintain all the principles and purposes of this club within a framework of moderate cost.
- Section 4 To support and promote in good faith the activities of the International Norton Owners Association.

### **ARTICLE III—Paraphernalia**

- Section 1 The club logo which appears on the letterhead shall be a white silhouette of the U.S. Capitol dome and the word Norton (in the style of the trademark) upon a black background.
- Section 2 The club flag, patch and pin will be a horizontal rectangle, dominant color light gray with a red border, with the Norton logo in red and the capitol dome in white silhouette on a black background. The words "Nation's Capital" appear on top and the word "Owners" on the bottom.

### **ARTICLE IV—Membership**

- Section 1 The membership shall be open to all persons who own or express an interest in the preservation of Norton motorcycles, who express agreement with the club principles (Article II), and accept these NCNO By Laws (See Article VI Section 2B).
- Section 2 No distinctions which connote seniority in membership shall be condoned (i.e.: membership numbers, "founding members", "senior members", "associate members").
- Section 3 The membership roll shall contain the names of the members in good standing listed alphabetically by surname. The club mailing list may contain names and addresses of non-members which shall be purged annually.
- Section 4 Application for membership shall be presented with the then current membership fee, and shall be accepted upon unanimous approval of the Officers.
- Section 5 Acceptance of new members will be published in the club newsletter.
- Section 6 Dues and Assessments:
  - A. Annual Membership Fees (Dues)

Annual dues shall be levied per member, and the rights and privileges gained thereby shall be extended to the member's spouse and children (except voting).

## B. Assessments

All dues, fees, and assessments shall be determined by a two-thirds vote of the members in good standing present at a general business meeting. A written notice must be mailed to the membership at least fifteen days prior to any vote involving a change in fees or assessments.

C. Annual membership fees are always due on the club's anniversary date, March 20. The March 20 fees will be waived for new members who joined the club between January 1 and March 20 of the current renewal year.

## Section 7 Delinquent Members

Any member delinquent ninety days after the due date of fees and/or assessments shall be dropped from the membership roll without further notice. A warning of this action will appear in the newsletter.

## Section 8 Termination of membership (Resignation and expulsion)

Moves for expulsion must be presented in writing to the Directors who will act according to their own decision. This termination does not disallow reapplication. Formal resignation must be presented at a general meeting, and accepted by the Directors.

## **ARTICLE V—Meetings, Quorums, Voting**

Section 1 Regular membership meetings shall be held monthly. Other special meetings may be called by the Directors when deemed necessary, and notice will be sent to the membership at least fifteen days prior to the special meeting date.

Section 2 A quorum for a general meeting shall consist of 15 members. A majority vote of those present is a controlling vote except for Amendments in the Constitution and By Laws which shall require a two-thirds vote of the membership. (See Article IV, Section 6.B)

Section 3 Meetings shall be hosted by a member, or members, at a specially appointed place. A modest refreshment and libation is expected (but not required) from each host. A donation/remuneration is expected from those present.

## **ARTICLE VI—Board of Directors**

Section 1 The Board of Directors shall consist of the President, Vice President, Recording Secretary, Membership Secretary, Treasurer, Publisher/Editor, Historian, most recent Past President, and two Members-at-Large.

Section 2 The Board shall have the following powers:

A. To accept resignations.

B. To recommend removal of officers and reprimand, suspend, and/or expel members when reasonable cause has been demonstrated. (See Article IV, Section 8)

C. To appoint committees for no longer than one year's duration.

## **ARTICLE VII—Officers**

Section 1 The officers shall consist of: President, Vice President, Treasurer, Publisher/Editor, Recording Secretary and Membership Secretary

Section 2 The officers shall be (or become) current members of the American Motorcycle Association.

Section 3 The Officers shall serve a term of office from the January meeting of their induction to the January meeting of the following calendar year. The President shall not serve more than two consecutive terms.

Section 4 The officers shall be current Norton motorcycle owners.

## **ARTICLE VIII—Duties of Officers**

The respective officers shall have the following duties and such additional duties as the Board of Directors may determine.

### **Section 1 President**

- A. To preside at all meetings, general and special.
- B. To promote membership in NCNO & INOA
- C. To maintain relations and communications with other organizations that express agreement with the club principles (Article II).
- D. To cosign or approve contracts, receipts and checks of any amount within limit of the Treasury.
- E. To appoint a committee to audit the books and records of the club annually. A report to the Board of Directors shall be made within sixty days of their appointment.

### **Section 2 Vice President**

- A. To serve as advisory consultant to the President.
- B. To serve as Parliamentarian at meetings
- C. To be responsible for recruitment and retention of membership.
- D. To cosign checks under \$100 without seeking approval of the President.
- E. To perform any of the duties of the President upon his request or incapacitation.

### **Section 3 Treasurer**

- A. To collect and preserve all club funds.
- B. To prepare and deliver an accurate report of the club's current financial activities and status at each membership general meeting.
- C. To record the source and character of all financial records of the club.
- D. To prepare and file all financial statements, reports, and returns required by federal, state and local authorities.
- E. To inform the Board of Directors of any member delinquent in dues, fees or assessments.
- F. To write checks within limits of the chapter treasury.
- G. To cosign contracts, receipts and checks.

### **Section 4 Recording Secretary**

- A. To maintain & be responsible for the minutes, files, and records of the club
- B. To record the minutes of the meetings of the membership.
- C. To cosign checks under \$100 without prior approval of the President.

### **Section 5 Publisher/Editor**

- A. To edit & publish the monthly newsletter "NCNO Flyer" and handle other publishing chores.
- B. To publish minutes ("notes") of the club meetings in the newsletter
- C. To be responsible for all notices of meetings, elections, and special events..

### **Section 6 Membership Secretary**

- A. To receive new and renewal membership applications.
- B. To receive membership dues and transfer the funds to the Treasurer for collection.
- C. To maintain a membership roll which contains the current member information. (see Article IV, section 3).

## **ARTICLE IX—Nominations and Elections**

- Section 1 Nominations will be accepted from the floor at the October & November meetings.
- Section 2 Notification of the slate of officers will be contained in the club newsletter after the close of nominations. Officers will be elected by a majority of members' ballots submitted by December 31st.
- Section 3 All votes must be on an official club ballot and shall be considered only for members in good standing; and submitted to the Elections Committee (see Article X, Section 9) who shall hold this information privileged and confidential.
- Section 4 Results of the election shall be submitted to the Board of Directors, who shall announce and induct the new officers at the January meeting.

## **ARTICLE X—Committees**

- Section 1 Any committee expenditure or commitment greater than \$100 must be approved by the President.
- Section 2 There shall be a Ways and Means Committee responsible to the Board of Directors, for raising funds for activities.
- Section 3 There shall be an Activities Committee, responsible to the Board of Directors, for the purpose of creating and coordinating club social and recreational activities.
- Section 4 There shall be a Publication Committee chaired by the Publisher/Editor and responsible to the Board of Directors, for the preparation of twelve newsletters annually.
- Section 5 There shall be a Paraphernalia Committee, responsible to the Board of Directors, for the purpose of implementation of Article III of this Constitution.
- Section 6 There shall be a Rally Committee, chaired by a Rally Chairman, responsible to the Board of Directors for the purpose of coordinating Chapter Regional Rallies.
- Section 7 There shall be a Communications Committee co-chaired by the Publisher/Editor and the Secretary, responsible for the dissemination of all notices of meetings, elections, and special events to the General Membership.
- Section 8 There shall be an Executive Committee comprised of the Officers (Article VII, Section 1).
- Section 9 There shall be an Elections Committee, co-chaired by two Members-At-Large (not on, or nominated to the Executive Committee), whose duty is to collect and report the results of voting ballots.
- Section 10 There shall be an AMA Committee, consisting of the Liaison, the Referee, the Legislative Officer, and the NCNO Officers (see Article VII Section 1) whose duties are to maintain compliance with the requirements of NCNO's AMA Charter.

## **AMENDMENTS**

Additional by-laws may be created and enacted as necessary. See Article V, Section 2 (re 2/3 vote)