

**CAROLINA Z CLUB
CONSTITUTION AND BY-LAWS**

ARTICLE I

SECTION I: NAME

The official name of this club shall be "Carolina Z Club" referred to hereafter as "Club."

SECTION II: GENERAL PURPOSE

The club is a non-profit organization formed to provide its members with access to knowledge about their Z cars and also provide a forum for members and other interested parties to exchange Z car information.

SECTION III: SPECIFIC CLUB GOALS

- A. To promote safe driving habits and driving skills by stressing the ideas of CARE, COURTESY and COMMON SENSE.
- B. To provide assistance to any motorist in distress when such assistance is both safe and feasible.
- C. To plan and regulate functions and/or activities designed to further the Club's purpose, including, but not limited to, technical sessions, assistance in dealing with local repair establishments and help in obtaining difficult-to-acquire parts.
- D. To create a forum for both sharing information relevant to the promotion of the Z car and socializing with others who share our interest.

SECTION IV: SPECIFIC PROHIBITION

The club shall not organize, sponsor, plan, assist, sanction nor allow its name to be associated, in any manner whatsoever, with any automotive function which is in violation of any duly constituted legislation.

ARTICLE II

SECTION I: MEMBERSHIP

- A. The term "member" applies to any person owning, holding title to or possessing a Datsun/Nissan Z Car and/or any of the Z Car fore-runners (roadsters and "Fairlady" models), or any person who has a sincere interest in the Z car and plans to own a Z car within the next 6 months whose annual dues are current.
- B. The term "Family Member" applies to any two people, legally related, whose annual dues are current and one of whom meets the automotive criteria contained in Article II, Section I, Paragraph 1.

- C. The term "Associate Member" applies to anyone who does not meet the automotive criteria in Article II, Section I, Paragraph 1, but whose annual dues are current. [Total Associate Membership is restricted to 10% of the Total Membership (Family Membership equals two members)].
- D. The term "Honorary Member" applies to those elected to this type of membership for special recognition by the Club. Honorary Members are not assessed annual dues.

SECTION II: ANNUAL DUES

- A. Annual dues are due each year by the end of the month wherein a member first joined the Club.
- B. A one month grace period will be granted for any Member to become current, however, the renewal month remains the same as the month the Member first joined the club.
- C. Annual Dues are assessed as follows:
 - 1. \$25.00 for an annual Membership
 - 2. \$30.00 for an annual Family Membership
 - 3. \$15.00 for an annual Associate Membership
- D. Any Member in good standing (i.e. whose Annual Dues are current) who enters the Armed Forces of the United States, will automatically be granted Honorary Member status while on Active Duty.

SECTION III: MEMBERSHIP CARDS

- A. Membership Cards will be issued for one year from the Member's renewal month upon the Treasurer receiving the Member's Annual Dues.
- B. Each Membership Card will expire annually on the last day of the Member's renewal month.
- C. A family Membership is entitled to two Membership Cards, each with the same Membership Number.
- D. Honorary Members will be entitled to a renewed Membership Card each year upon receiving the necessary votes of the Membership during the month the Honorary Member was first elected.
- E. Associate Members are not entitled to Membership Cards.
- F. Each Member receiving a Membership Card automatically agrees to return their Membership Card if they resign or are expelled from the club.

SECTION IV: PARTICIPATION

- A. All Members and Family Members are eligible to cast one vote each.
- B. Associate Members and Honorary Members are not eligible to vote.
- C. All Members, Family Members, Associate Members and Honorary Members are eligible to participate at functions and/or activities which are open only to Club Members.

SECTION V: RESIGNATION

Any member may resign from the Club at their option by:

- A. Writing a Letter of Resignation to the Secretary; and
- B. Enclosing their Membership Card (if applicable).
- C. Resignations become effective when received by the Secretary, providing the Member resigning has no indebtedness to the Club.

SECTION VI: EXPULSION

- A. A Member of the Club may be expelled from the Club for:
 1. Non-payment of Annual Dues; and/or
 2. Breaching any Club By-Laws and/or rules; and/or
 3. For bringing unwanted negative publicity to bear on the Club.
- B. No member may be expelled from the Club unless the following procedure is strictly adhered to by both the Member and the Club:
 1. A recommendation to expel a Member must be submitted, in writing, to a Club Officer outlining the specific reason(s) for the expulsion recommendation.
 2. A special meeting of the officers will be called to review the expulsion recommendation with both the initiator and the member recommended for expulsion in attendance.
 3. The officers will review the recommendation, try to obtain independent additional information, and vote on whether to accept or reject the expulsion recommendation.
 4. If the Officer's vote to reject the expulsion recommendation, both the initiator of the expulsion recommendation and the Member recommended for expulsion will be contacted by the President to explain the Officer's decision.
 5. If the Officer's vote to accept the expulsion recommendation, the Member recommended for expulsion will be offered the option of either resigning from the Club or participating at the next regularly scheduled Club meeting when the subject of the recommended expulsion will be presented for a vote by all the Members present.
 6. If the Member opts to resign, the resignation will be in accordance with the By-Laws covering Resignation.
 7. If the Member refuses to resign, the recommended expulsion will be presented at the next regularly scheduled Club meeting for a vote by the Members present.
 8. At that meeting, the President will introduce the expulsion recommendation under "New Business." The final decision on the recommended expulsion will be determined by a two-thirds vote of the Members present.

ARTICLE III:

SECTION I: OFFICERS

- A. The Officers of the club shall be **President, Vice President, Secretary and Treasurer.**
- B. Each Officer shall hold term for one year or until such time as their successors are elected or qualified.
- C. No member may hold more than one elected office.

SECTION II: NOMINATION OF OFFICERS

- A. The President will appoint a three-person Nominating Committee at the Club's September monthly meeting to prepare a slate of nominations to be presented at the Club's October monthly meeting.
- B. Nominations will also be entertained from the floor at the Club's October monthly meeting.
- C. Write-in nominations must be post-marked by November 1st.
- D. No Member shall accept a nomination for more than one office.
- E. Incumbents are eligible for nomination.
- F. Only current Members are eligible for nomination.

SECTION III: ELECTION OF OFFICERS

- A. All voting for Officers will be by written ballot.
- B. Ballots will be distributed at the Club's November Committee after the conclusion of the meeting.
- C. Members not attending the November monthly meeting will receive their ballots by mail.
- D. Absentee ballots must be received by the Nomination Committee no later than December 1st. of the nomination year.
- E. The election results will be announced at the Club's December monthly meeting.
- F. In the event of a tie for an office, those Members attending the December monthly meeting will re-cast ballots to break the tie. Absentee ballots will not be counted.
- G. Officers will be installed at the club's December monthly meeting and assume office on the following January 1st.

SECTION IV: OFFICER RESPONSIBILITIES

- A. The **President** is the Chief Executive Officer of the Club with the following responsibilities:
 - 1. Ensure the Club operates within the parameters established by the Club's Constitution and By-Laws;
 - 2. Conduct regular monthly meetings;
 - 3. Call and conduct any special meetings;

4. Represent the Club at various functions as required;
 5. Appoint committees as required.
- B. The **Vice President** shall assume the responsibilities of the President anytime the President is absent or assume those responsibilities as directed by the President.
- C. The **Secretary** shall be responsible for:
1. Recording the minutes of all Club meetings;
 2. Maintaining a current roll of all members;
 3. Giving notice of meetings as required;
 4. Recording attendance at Club meetings and functions;
 5. Keeping the historical Club records.
- D. The **Treasurer** shall be responsible for:
1. Maintaining the Club's financial records;
 2. Keeping the Club's historical financial records;
 3. Receiving funds for the Club;
 4. Disbursing Club funds as authorized by the President;
 5. Presenting a statement of the Club's finances at each monthly meeting;
 6. Maintaining a checking account for the Club, with the provision all checks against that account be counter-signed by another officer.

SECTION V: CONFLICT OF INTEREST

Any Club officer officially associated with a Club Sponsor, Advertiser or Supporter in any manner whatsoever (e.g. employee), will automatically abstain from any and all decisions affecting such a Club Sponsor, Advertiser or Supporter and abstain from any and all decisions impacting others in a similar endeavor or field of work.

ARTICLE IV

SECTION I: REGULAR MONTHLY MEETINGS

- A. Regular monthly meetings will be held on the second Sunday of each month at 5:00 pm unless otherwise rescheduled by the President.
- B. In the event of rescheduling the monthly meeting, all members will be notified as soon as possible.
- C. A Quorum for any monthly meeting shall be at least 20% of the current Members on the Club's rolls at the time of the meeting.
- D. Except as specified elsewhere in the Club's By-Laws, all voting at the monthly meetings shall be by simple majority.

SECTION II: SPECIAL MEETINGS

- A. Special meetings may be called by the President or two other Officers.
- B. All Officers must be informed of any Special Meeting as soon before such meeting as feasible.

- C. The purpose and results of any Special Meeting must be communicated to the Members at the next regularly scheduled Monthly Meeting.

ARTICLE V

SECTION I: COMMITTEES

- A. The President shall appoint such committees as required to conduct Club activities. The responsibilities of each committee must be clearly defined.
- B. Each committee will be comprised of an odd number of Members.
- C. All committee votes will be by simple majority.
- D. The Advisory Board of Directors will meet as required to review and advise current officers on Club matters. This Board will be comprised of past Club Presidents, current Officers and Committee Chairpersons. The results of all Board meetings must be presented at the next regularly scheduled monthly meeting. A Board meeting may be called by any two current Officers or any three other Board members provided all Board members receive notification as soon before such meeting as feasible.

SECTION II: AMENDMENTS TO THE CONSTITUTION AND BY-LAWS

- A. Amendments may be proposed by either a majority of the Officers or any 20% of the current Members.
- B. All amendments must be submitted to the Secretary in writing.
- C. The exact amendment will be presented in the next Newsletter to inform all Members of the proposed change(s).
- D. Voting on the amendment shall follow the same procedure as the voting to elect Officers, excluding the specific time references therein.

END OF CAROLINA Z CLUB CONSTITUTION AND BY-LAWS

NOTE: This constitution is an extrapolation of statements from the "Constitution and By-Laws of the Z-Club of Texas" with various modifications.

Z CAR CLUB OF COLORADO
POSITION DESCRIPTIONS OF OFFICERS
(Elected Positions)

PRESIDENT

The President is the chief executive officer, he shall preside at all meetings and perform the duties of the office. He may call a special meeting of the members.

VICE-PRESIDENT/EVENTS

In the absence of the President, the duties of that office shall be performed by the Vice-President. He shall serve as Event Chairman and appoint other members to event committees. The Event Chairman shall coordinate all events of the Z Club. They shall supervise the Event Masters for each event, and coordinate with the Member-At-Large, the Newsletter Editor and the President. They shall solicit events, workers, and seminars from members and the community.

VICE/PRESIDENT/MEMBERSHIP

The Vice-President of Membership will keep the current Z Club roster, with names and addresses current for the Secretary. They will be responsible for getting membership registration forms to all prospective members, collection of Z Club membership dues for the Treasurer, and the issuance of membership cards.

SECRETARY

The Secretary shall be responsible for recording all minutes and votes, and shall:

1. Maintain a current roll of all members, alphabetically.
2. Give notice of meetings.
3. Have shared custody of club records with Treasurer.
4. Provide the President with a copy of the minutes after they have been accepted by the membership.
5. Record attendance at regular and special meetings, to be entered into the club records.

SERGEANT-AT-ARMS

The Sergeant at Arms will preside over the membership at general meetings, keeps order and will be in charge of the 50/50 club and general awards.

(Appointed Positions)

CONCESSION CHAIRMAN

The Concession Chairman will be primarily responsible for the Z Club's inventory of parts, equipment, door prizes, trophies for Z Club events, Commemorative T-shirts, and event refreshments when deemed appropriate by the officers. Concession Chairman will coordinate with the Event Chairman.

PROGRAM CHAIRMAN

The Program Chairman will maintain the Z Club inventory of audio-visual equipment and material, and will provide entertainment at A Club meetings and events.

Z CAR CLUB OF COLORADO

Interest and suggestions for 1990 Officers

Name: _____

Position you would be interested in: _____

Suggestions for Officers and Chairpersons:

President _____

Vice-President/Events _____

Vice-President/Membership _____

Secretary _____

Treasurer _____

Newsletter Editor _____

Member-at-Large _____

Public Relations _____

Historian _____

Sergeant-at-Arms _____

Concession Chairman _____

Program Chairman _____

Z-CAR CLUB OF NORTHERN VIRGINIA
CONSTITUTION and BY-LAWS

ARTICLE I

SECTION I: NAME

The official name of this club shall be "Z-Car Club of Northern Virginia" [hereinafter "Club"].

SECTION II: GENERAL PURPOSE

The Club is a non-profit organization formed to provide the enjoyment and preservation of the "Z" series of automobiles produced by Datsun/Nissan. The "Z" series of automobiles means those sporting automobiles produced by Datsun/Nissan designated as 240Z, 260Z, 280Z, 280ZX, 300ZX including their international variants such as "Fairlady", and such similarly conceived and designated automobiles as may be produced by Datsun/Nissan and endorsed by the Club. Such automobiles are herein referred to as "Z" Automobiles. The Club shall enhance the enjoyment and preservation of these "Z" automobiles by providing for members and other interested parties, forums for the exchange of information, display of examples, and activities involving the pleasurable operation of "Z" automobiles.

SECTION III: SPECIFIC CLUB GOALS

- A. TO HAVE FUN!!!!!!
- B. To plan and regulate functions and/or activities which provide a pleasurable environment for the specific enjoyment of the ownership and operation of "Z" automobiles.
- C. To promote safe driving habits and driving skills by stressing the "Three C's" of road safety: CARE, COURTESY and COMMON SENSE.
- D. To provide assistance to any motorist in distress when such assistance is both safe and feasible;
- E. To plan and regulate functions and/or activities designed to further the Club's Purpose, including, but not limited to: technical sessions, assistance in dealing with local repair establishments and help in obtaining difficult-to-acquire parts [especially for the older Z automobiles];
- F. To plan and regulate functions and/or activities designed to assist local charitable institutions in their endeavors.

- F. Each Member receiving a Membership Card automatically agrees to return their Membership Card if they resign or are expelled from the Club.

SECTION IV: PARTICIPATION

- A. All Members are eligible to cast one vote each. A family membership is two votes.
- B. Associate Members and Honorary Members are not eligible to vote.
- C. All Members, Family Members, and Honorary Members are eligible to participate at functions and/or activities which are open only to Club Members.

SECTION V: RESIGNATION

Any Member may resign from the Club at their option by:

- A. Writing a Letter of Resignation to the Secretary;
- B. Enclosing their Membership Card [if applicable].
- C. Resignations become effective when received by the Secretary, providing the Member resigning has no indebtedness to the Club.

SECTION VI: EXPULSION

- A. Grounds: Any Member of the Club may be expelled from the Club for:
 - i. Conviction in a court of law for use and/or possession of an illegal substance;
 - ii. Having outstanding Annual Dues of more than two months overdue;
 - iii. Conduct not in the best interest of the Club. The determination of specific conduct that is not in the best interest of the Club shall be determined by an affirmative vote of two-thirds of the officers of the Club.
 - iv. Indebtedness to the club.
- B. Procedure:
 - i. Allegations of grounds for expulsion may be made by any member or family member against any Member, Family Member, Associate Member or Honorary Member;
 - ii. All allegations must be presented in writing to the president of the Club;
 - iii. A copy of the allegation shall be personally delivered to, or shall be mailed (certified & return receipt to the last known address in the Club records for the accused party within seven days after receipt by the Club president;
 - iv. The accused party may submit any comments on the allegations in writing to the Club president

- C. Members not attending the November monthly meeting will receive their ballots by mail, if request by November 1.
- D. Absentee ballots must be received by the Nomination Committee no later than December 1st. of the nomination year.
- E. The election results will be announced at the Club's December monthly meeting.
- i. In the event of a tie for an office, those Members attending the December monthly meeting will re-cast ballots to break the tie. Absentee ballots will not be counted.
- F. Officers will be installed at the Club's December monthly meeting and assume office on the following January 1st.

SECTION IV: Board of Directors

- A. Responsibility for the routine discharge of the Clubs business shall be vested in the Board of Directors. [The Board of Directors shall be comprised of the current elected officers and the President, of the previous year.] The Board Shall guide the operation of the Club according to these bylaws and the best interest of the Club with assistance from the membership and various committees which are from time to time established.
1. Board meeting shall be convened upon request of the President or two other board members upon due notification;
- ii. Each board member shall have one vote in any Board proceeding;
- iii. The presents of three fifths of the current board membership shall constitute a quorum.
- iiii. Board approval is required to create any indebtedness by the club, as well as any expenditure of Club funds greater than one hundred dollars.

SECTION V: OFFICER RESPONSIBILITIES

- A. The President is the Chief Executive Officer of the Club with the following responsibilities:
- i. Ensure the Club operates within the parameters established by the Club's Constitution and By-Laws;
- ii. Conduct regular monthly meetings;
- iii. Call and conduct any special meetings;
- iv. Represent the Club at various functions as required;
- v. Appoint committees as required.

ARTICLE IV

SECTION I: REGULAR MONTHLY MEETING

- A. Regular monthly meetings will be held on the second Wednesday of each month except December when the Club's Christmas Party will take the place of the regular monthly meeting.
 - i. A regular monthly meeting may be rescheduled by the President if a specific second Wednesday presents a conflict.
 - ii. All Members must be notified of any change in date, location and time of such rescheduled monthly meeting.
- B. A Quorum for any monthly meeting shall be at least 20% of the current Members on the Club's rolls at the time of the meeting.
- C. Except as specified elsewhere in the Club's By-Laws, all voting at the monthly meetings shall be by simple majority.

SECTION II: SPECIAL MEETINGS

- A. Special Meetings may be called by the President or two other Officers.
- B. All Officers must be informed of any Special Meeting as soon before such meeting as feasible.
- C. The purpose and results of any Special Meeting must be communicated to the Members at the next regularly scheduled Monthly Meeting.

ARTICLE V

SECTION I: COMMITTEES

- A. The President shall appoint such committees as required to conduct Club activities. The responsibilities of each committee must be clearly defined.
- B. Each committee will be comprised of an odd number of Members.
- C. All committee votes will be by simple majority.
- D. The Board of Directors will meet as required to review and advise current officers on Club matters. This Board will be comprised of past Club Presidents, current Officers and Committee Chairpersons. The results of all Board meetings must be presented at the next regularly scheduled monthly meeting. A Board meeting may be called by any two current Officers or any three other Board members provided all Board members receive notification as soon before such meeting as feasible.

Z-CLUB OF TEXAS
CONSTITUTION and BY-LAWS

ARTICLE I

SECTION I: NAME

The official name of this club shall be "Z-Club of Texas" [hereinafter "Club"].

SECTION II: GENERAL PURPOSE

The Club is a non-profit organization formed to provide its members with access to knowledge about their Z Cars and also provide a forum for members and other interested parties to exchange Z Car information.

SECTION III: SPECIFIC CLUB GOALS

- A. To promote safe driving habits and driving skills by stressing the "Three C's" of road safety: CARE, COURTESY and COMMON SENSE.
- B. To provide assistance to any motorist in distress when such assistance is both safe and feasible;
- C. To plan and regulate functions and/or activities designed to further the Club's Purpose, including, but not limited to: technical sessions, assistance in dealing with local repair establishments and help in obtaining difficult-to-acquire parts [especially for the older Z Cars];
- D. To plan and regulate functions and/or activities designed to assist local charitable institutions in their endeavors.

SECTION IV: SPECIFIC PROHIBITION

The Club shall not organize, sponsor, plan, assist, sanction nor allow its name to be associated, in any manner whatsoever, with any automotive function which is in violation of any duly constituted legislation [e.g. a "Gumball" Rally].

ARTICLE II

SECTION I: MEMBERSHIP

- A. The term "Member" applies to any person owning, holding title to or possessing a Datsun/Nissan Z Car and/or any of the Z Car fore-runners [Roadsters and "Fairlady" Models], whose Annual Dues are current.
- B. The term "Family Member" applies to any two people, legally related, whose Annual Dues are current and one of whom meets the automotive criteria contained in Article II, Section I, Paragraph A.
- C. The Term "Associate Member" applies to anyone who does not meet the automotive criteria in Article II, Section I, Paragraph A, but whose annual dues are current.
 - i. Total Associate Membership is restricted to 10% of the Total Membership [wherein a Family Membership equals two Members].
- D. The Term "Honorary Member" applies to those elected to this type of membership for special recognition by the Club. Honorary Members are not assessed annual dues.

SECTION II: ANNUAL DUES

- A. Annual Dues are due each year by the end of the month wherein a Member first joined the Club.
 - i. A one month grace period will be granted for any Member to become current, however, the renewal month remains the same as the month the Member first joined the Club.
- B. Annual Dues are assessed as follows:
 - i. \$35.00 for an annual Membership;
 - ii. \$40.00 for an annual Family Membership;
 - iii. \$25.00 for an annual Associate Membership.
- C. Any Member in good standing [i.e. whose Annual Dues are current] who enters the Armed Forces of the United States, will automatically be granted Honorary Member status while on Active Duty.

Z-CLUB OF TEXAS
CONSTITUTION and BY-LAWS

SECTION III: MEMBERSHIP CARDS

- A. Membership Cards will be issued for one year from the Member's renewal month upon the Treasurer receiving the Member's Annual Dues.
- B. Each Membership Card will expire annually on the last day of the Member's renewal month.
- C. A Family Membership is entitled to two Membership Cards, each with the same Membership Number.
- D. Honorary Members will be entitled to a renewed Membership Card each year upon receiving the necessary votes of the Membership during the month the Honorary Member was first elected.
- E. Associate Members are not entitled to Membership Cards.
- F. Each Member receiving a Membership Card automatically agrees to return their Membership Card if they resign or are expelled from the Club.

SECTION IV: PARTICIPATION

- A. All Members and Family Members are eligible to cast one vote each.
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SECTION V: RESIGNATION

Any Member may resign from the Club at their option by:

- A. Writing a Letter of Resignation to the Secretary; and
- B. Enclosing their Membership Card [if applicable].
- C. Resignations become effective when received by the Secretary, providing the Member resigning has no indebtedness to the Club.

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- A. A Member of the Club may be expelled from the Club for:
 - i. Non-payment of Annual Dues; and/or
 - ii. Breaching any Club By-Laws and/or rules; and/or
 - iii. For bringing unwanted negative publicity to bear on the Club.
- B. No member may be expelled from the Club unless the following procedure is strictly adhered to by both the Member and the Club:
 - i. A recommendation to expel a Member must be submitted, in writing, to a Club Officer outlining the specific reason(s) for the expulsion recommendation.
 - ii. A Special Meeting of the Officers will be called to review the expulsion recommendation with both the initiator and the Member recommended for expulsion in attendance.
 - iii. The Officers will review the recommendation, try to obtain independent additional information, and vote on whether to accept or reject the expulsion recommendation.
 - iv. If the Officers vote to reject the expulsion recommendation, both the initiator of the expulsion recommendation and the Member recommended for expulsion will be contacted by the President to explain the Officer's decision.
 - v. If the Officers vote to accept the expulsion recommendation, the Member recommended for expulsion will be offered the option of either resigning from the Club or participating at the next regularly scheduled Club meeting when the subject of the recommended expulsion will be presented for a vote by all the Members present.
 - vi. If the Member opts to resign, the resignation will be in accordance with the By-Laws covering Resignation.
 - vii. If the Member refuses to resign, the recommended expulsion will be presented at the next regularly scheduled Club meeting for a vote by the Members present.
 - viii. At that meeting, the President will introduce the expulsion recommendation under "New Business." The final decision on the recommended expulsion will be determined by a two-thirds vote of the Members present.

Z-CLUB OF TEXAS
CONSTITUTION and BY-LAWS

ARTICLE III

SECTION I: OFFICERS

- A. The Officers of the Club shall be President, Vice President, Secretary and Treasurer.
- B. Each Officer shall hold term for one year or until such time as their successors are elected or qualified.
- C. No Member may hold more than one elected office.

SECTION II: NOMINATION OF OFFICERS

- A. The President will appoint a three-person Nominating Committee at the Club's September monthly meeting to prepare a slate of nominations to be presented at the Club's October monthly meeting.
- B. Nominations will also be entertained from the floor at the Club's October monthly meeting.
- C. Write-in nominations must be post-marked by November 1st.
- D. No Member shall accept a nomination for more than one office.
- E. Incumbents are eligible for nomination.
- F. Only current Members are eligible for nomination.

SECTION III: ELECTION OF OFFICERS

- A. All voting for Officers will be by written ballot.
- B. The slate of candidates will be published in the Club's November Newsletter.
- C. Ballots will also be distributed at the Club's November monthly meeting. All ballots cast will be given to the Nomination Committee after the conclusion of the meeting.
- D. Absentee ballots must be post-marked by November 30th to be counted.
- E. The election results will be announced at the Club's December meeting.
 - i. In the event of a tie for an office, those Members attending the December monthly meeting will re-cast ballots to break the tie. Absentee ballots will not be counted.
- F. Officers will be installed at the Club's December monthly meeting and assume office on the following January 1st.

SECTION IV: OFFICER RESPONSIBILITIES

- A. The President is the Chief Executive Officer of the Club with the following responsibilities:
 - i. Ensure the Club operates within the parameters established by the Club's Constitution and By-Laws;
 - ii. Conduct regular monthly meetings;
 - iii. Call and conduct any special meetings;
 - iv. Represent the Club at various functions as required;
 - v. Appoint committees as required.
- B. The Vice President shall assume the responsibilities of the President anytime the President is absent or assume those responsibilities as directed by the President.
- C. The Treasurer shall assume the responsibilities of the President anytime the President and VP are both absent or assume those responsibilities as directed by the President and shall be specifically responsible for:
 - i. Maintaining the Club's current and historical financial records;
 - ii. Receiving funds for the Club;
 - iii. Disbursing Club funds as authorized by the President;
 - iv. Presenting the Club's finances at each monthly meeting;
 - v. Maintaining a checking account for the Club, with all checks against that account counter-signed by another Officer.
- D. The Secretary shall assume the responsibilities of the President anytime the President, VP and Treasurer are all absent or assume those responsibilities as directed by the President and shall be specifically responsible for:
 - i. Recording the minutes of all Club meetings;
 - ii. Maintaining a current roll of all members;
 - iii. Giving notice of meetings as required;
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 - v. Keeping the historical Club records.

Z-CLUB OF TEXAS
CONSTITUTION and BY-LAWS

SECTION V: CONFLICT OF INTEREST

Any Club officer officially associated with a Club Sponsor, Advertiser or Supporter in any manner whatsoever [e.g. employee], will automatically abstain from any and all decisions affecting such a Club Sponsor, Advertiser or Supporter and abstain from any and all decisions impacting others in a similar endeavor or field of work.

ARTICLE IV

- A. Regular monthly meetings will be held on the third Thursday of each month at 19:30 hours except December when the Club's Christmas Party will take the place of the regular monthly meeting.
 - i. A regular monthly meeting may be rescheduled by the President if a specific third Thursday presents a conflict.
 - ii. All Members must be notified of any change in date, location and time of such rescheduled monthly meeting.
- B. A Quorum for any monthly meeting shall be at least 10% of the current Members on the Club's rolls at the time of the meeting.
- C. Except as specified elsewhere in the Club's By-Laws, all voting at the monthly meetings shall be by simple majority.

SECTION II: SPECIAL MEETINGS

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- B. All amendments must be submitted to the Secretary in writing.
- C. The exact amendment will be presented in the next Newsletter to inform all Members of the proposed change(s).
- D. Voting on the amendment shall follow the same procedure as the voting to elect Officers, excluding the specific time references therein.

*****END OF Z-CLUB OF TEXAS CONSTITUTION AND BY-LAWS*****