

SPACE COAST JEEP CLUB INC.

BREVARD COUNTY, FLORIDA



TABLE OF CONTENTS

Article 1 - Name of Club	3
Article 2 - Purpose.....	3
Article 3 - Membership and Dues	3
Article 4 - Meetings.....	4
Article 5 - Vehicle Approval and Safety.....	4
Article 6 - Use of Alcohol and Drugs	4
Article 7 - Administration and Officers	6
Article 8 - Duties and Powers of Officers	7
Article 9 - Expenditures and Finance	8
Article 10 - Elections of Officers.....	9
Article 11 - Impeachment	10
Article 12 - Rules and Regulations	10
Article 13 - Amendments	10
Article 14 - Indemnification	10
Article 15 - Dissolution.....	10
Article 16 - Statement of Nondiscrimination	11
Article 18- Registered Trademarks and Logos	12
Article 19- Minimum Equipment list for Trail Rides.....	13
Article 20- List of Founding Members.....	14
Article 21- List of Lifetime Members.....	14

ARTICLE 1 - NAME OF CLUB

This organization shall be known as the Space Coast Jeep Club Inc. Inc.

ARTICLE 2 - PURPOSE

The Space Coast Jeep Club Inc. is organized as a non-profit 501(c)(7) organization in the United States or America in the state of Florida and in the County of Brevard for the purpose of:

- A. Providing social, educational, and recreational activities for its members.
- B. Participating in supporting civic activities, to enjoy and protect all local, state, and federal resources, and to assist various government agencies with development of off-road trails and areas.
- C. To adhere to the principles of the Tread Lightly Program and the United States Four Wheel Drive Associations.

ARTICLE 3 - MEMBERSHIP AND DUES

- A. To be a member of the Space Coast Jeep Club Inc. you must own or lease a Jeep® brand vehicle.
- B. Membership includes the immediate family. As a defined as: person's parents, spouses, and children. civil partnership, or cohabiting partners
- C. Members must be at least 18 years old.
- D. Dues for this organization shall be set on an annual calendar year per family membership, \$30 initial (First Year) and \$25 annually thereafter. The membership dues shall be set by the membership based on a recommendation by the Board of Directors by September for implementation in the following October. Dues are due by May 1st. Any existing member paying after May 1 will be assessed \$30. Dues for new members collected after October 1 will be credited to the next calendar year.
 - a. Membership due are non-refundable, unless the member is new to the club and a written request of refund is given within 30day of becoming a member and must have been a member in good standing during that period.
- E. Applicants must complete the membership application each year and submit a completed application with payment in order to become a member.
- F. Members will receive the monthly club newsletter by e-mail.
- G. Prospective members are encouraged to attend club meetings and participate in club activities in considering membership.
- H. Dues and other club income support club administration, newsletter, website, club activities, charity initiatives and related projects.
- I. Membership can be terminated with by a 2/3 vote of the Board of Directors. Such termination must occur as a result of just cause including disgrace, embarrassment, and/or illegal activity.

- J. Honorary memberships will be awarded (by vote of the general Membership) to a Business, Organization or Person that the Club feels supports the vision of the Club. Memberships can be yearly or lifetime as determined by vote of the general membership. Honorary members would not pay dues nor have a vote, but would be entitled to a voice and the Newsletter.
 - a. **Founding Member:** Founding members shall have all the rights as a full members as stated in Article 3 of the by-laws. List of members provided in Article 20- List of Founding Members
 - A. **Life time member:** After a person has been a paying member for 10 consecutive years, he/she will become a LIFE member. A first year member can buy-in to LIFE membership by paying for 9 years membership with his first year dues. A second year or there after member may buy-in to LIFE membership by paying the rest of the ten year dues at any time. Life Time members shall have all the rights as a full members as stated in Article 3 of the by-laws. List of members provided inThe active list of all founding members is kept on file with the Secretary of the Space Coast Jeep Club Inc.
 - b. Article 21- List of Lifetime Members
- K. Each membership shall be entitled to two votes.

ARTICLE 4 - MEETINGS

- A. Membership meetings typically take place the second Saturday of each month, summer months may be excluded at the discretion of the Executive Committee. Board of Directors meetings take place monthly prior to the membership meeting as set by the Executive Committee.
- B. Club activities such as dine-outs, trail rides, parties, picnics, poker runs, show and shines, inter-club activities, parades, and charity activities should take place regularly.
- C. Attendance or sign-in sheets will be required at meetings and activities.

ARTICLE 5 - VEHICLE APPROVAL AND SAFETY

- A. All vehicles on off-road events must be Jeeps and must have adequate equipment for legal operation.
- B. Seat belts are required for all occupants (if applicable to Jeep year and model).
- C. No firearms, as governed by federal, state, and local laws are allowed on trail rides.
- D. All members and guests must abide by all applicable local, state and federal laws at all events.

ARTICLE 6 - USE OF ALCOHOL AND DRUGS

- A. Alcohol or illegal substances are not allowed while driving as per Florida law and per the Space Coast Jeep Club Inc. If these violations occur the member/members will be asked to leave the activity. Persons taking prescribed medications should be wary of warnings and restrictions on such activities as driving.

ARTICLE 7 - ADMINISTRATION AND OFFICERS

- A. The Executive Officers of the club shall consist of the President, Vice President, Secretary, Treasurer, and Membership Director. Officers are elected by the general membership.
- B. The club's Board of Directors shall consist of the elected officers and standing committee directors. The standing committee structure is set by the Board of Directors for the following year. Committee Directors are elected by the general membership.
- C. The club's committees currently include: Trail Ride, Internet, Club Activities (Dine-Outs, Holiday Party, Summer Picnic), Communication, Merchandising, Community Involvement (Charity, Poker Run, Parades).
- D. The Board of Directors can create ad hoc committees and appoint their directors.
- E. Officers and Board members cannot hold leadership positions in other Jeep clubs.
- F. Seven members of the Board of Directors will constitute a quorum.

ARTICLE 8 - DUTIES AND POWERS OF OFFICERS

- A. The President shall preside over all members and shall be present at all scheduled events when possible, along with all other members when possible.
- B. The President shall have the duty to carry on the policies and decisions of the members.
- C. In absence of the President, the Vice-President shall serve in that capacity.
- D. The Secretary shall keep and preserve all records and minutes of the meetings.
- E. The Treasurer shall keep accurate and complete records of the funds and accounts of this organization and shall collect dues and maintain records thereof. The Treasurer shall make only those disbursements from the funds and accounts of the club as directed by the Board of Directors and club budget.
- F. Membership Director is expected to manage application and related paperwork. The Director is also responsible for membership renewals, encouraging membership, welcoming new members, and working with the Treasurer in collecting dues.
- G. Committee Directors are responsible for the successful implementation of activities related to their respective committees. Committee Directors are encouraged to recruit members to serve on their committees.
- H. Any property; real, personal or interest therein; or equipment purchased by or donated to the Club shall not be considered property of any individual member or group of members, but shall be known as club property.
- I. All literature and/or apparel representing Space Coast Jeep Club Inc. must have prior approval by the quorum of Board of Directors prior to distribution to the general public.
- J. All decisions (impacting financial, strategic planning and club direction) require discussion by the Board of Directors and, where directed by the board, voting by the general members of the club.

ARTICLE 9 - EXPENDITURES AND FINANCE

- A. All monies received from all sources shall be turned over to the Treasurer and immediately deposited in the Club's bank account. The Treasurer should be ready to present a financial report at all Board of Director's and membership meetings.
- B. By October of each year, the Executive Officers must have all financial records reviewed for accuracy. This review may be made by another member of the club or by an outside source with the unanimous approval of Executive Officers.
- C. All disbursements over \$50.00 must be countersigned by an Executive Officer as determined by the President (to be determined every January and be included on the bank account signature card) and in agreement with the Board of Directors.
- D. The monthly bank statements must be reconciled by the Treasurer and verified during the annual review.
- E. Reimbursements can only be made by the Treasurer upon a receipt being presented to the Treasurer plus approval based on disbursement requirements.
- F. A ledger of the club's funds must be kept by the Treasurer and this ledger shall be open to inspection by any member in good standing at monthly meetings.
- G. If any reimbursement of funds is due to anyone listed on the signature card, then that person may not be one of the two signers on the reimbursement check from the club.
- H. Recurring fees (postage, post office box renewal, website renewal) can be paid without the approval of the Board of Directors, if less than \$50.00.

ARTICLE 10 - ELECTIONS OF OFFICERS

- A. The membership shall meet and elect officers each year.
- B. The nominations shall be held in the last quarter of each year as determined by the Board of Directors (except for Jeep Beach Director). Nominees should be a paid member for three months prior to their nominations. Elections shall be held by October for dual-roles in December and terms to begin January 1st of the following year. For Jeep Beach Director, nominations will be made in June and elections at the July membership meeting.
- C. All nominations shall be published in the monthly newsletter prior to the July and October meetings.
- D. Elections shall be decided by a majority vote of the members. Two votes per paid membership. Absent members may vote by proxy to a person identified by the Board of Directors. A deadline may be established for nominations and/or voting by proxy by the Board of Directors.
- E. All terms are for one year, with a limit of two consecutive terms. In the event of a vacancy, the Board of Directors will fulfill the role until a special election can be held to fill the position.
- F. In the event of a vacancy of an office or committee director, there will be a special election held at the membership meeting to fill that position.
- G. To promote diversity and representation throughout the club, Executive officer positions are limited to one per membership.
- H. If a person holds more than one board position, he/she only has one vote.
- I. The Treasurer position must remain independent of other positions where a financial impact could result.

ARTICLE 11 - IMPEACHMENT

- A. Any officer or committee director of the Space Coast Jeep Club Inc. may be impeached for a 2/3 vote of the membership present. Such termination must occur as a result of just cause including disgrace, embarrassment, illegal activity, and/or neglect of duties.
- B. The Executive Officers must convene to review all information and forward their findings to the Board of Directors, if a finding of just cause is made then a recommendation for a vote of Impeachment will be taken to the membership for a vote. If a preliminary finding of just cause is made by the Executive Officers by unanimous vote of said officers all duties and responsibilities held by said individual facing Impeachment will be removed and delegated as needed or until such time as election occurs.

ARTICLE 12 - RULES AND REGULATIONS

- A. Unless otherwise specified in these by-laws, Parliamentary Procedures will govern the Space Coast Jeep Club Inc. and its meetings.
- B. Special meetings can be called by the club president or the Board of Directors with proper notice to the membership.

ARTICLE 13 - AMENDMENTS

- A. These by-laws are amended by a majority vote of the membership present at a general meeting. Any amendment to the by-laws must be presented to the membership at a regular club meeting preceding that in which the vote is taken.

ARTICLE 14 - INDEMNIFICATION

- A. The directors, officers, committee members, and other volunteers of the Club shall be indemnified by the Club to the fullest extent permissible under the laws of this state.

ARTICLE 15 - DISSOLUTION

- A. Upon dissolution of the Club, the Board of Directors shall, after paying or making provision for payment of all liabilities of the Club, including the costs and expenses of such dissolution, dispose of all the assets of the Club exclusively for the exempt purposes of the Club or distributed to an organization described in Section 501 (c)(7) of the Internal Revenue Code, as shall be selected by the last Board of Directors. None of the assets will be distributed to any officer or director of the Club. Any such assets so disposed of shall be disposed of by, and in the manner designated by, the state court having jurisdiction over the matter.

ARTICLE 16 - STATEMENT OF NONDISCRIMINATION

- A. Notwithstanding any provision of these bylaws, the Club shall not discriminate against any director, officer, employee, applicant, or participant on the basis of sex, race, color, ethnicity or national origin

ARTICLE 18- REGISTERED TRADEMARKS AND LOGOS

- A. A trademark is a brand name. A trademark or service mark includes any word, name, symbol, device, or any combination, used or intended to be used to identify and distinguish the goods/services of one seller or provider from those of others, and to indicate the source of the goods/services. Although federal registration of a mark is not mandatory, it has several advantages, including notice to the public of the registrant's claim of ownership of the mark, legal presumption of ownership nationwide, and exclusive right to use the mark on or in connection with the goods/services listed in the registration.
- B. The Space Coast Jeep Club Inc. has the following as registered trademarks. Jeep between two palm trees, with a background setting of a beach, the entire images is surrounded by the phrase "Space Coast Jeep Club" this text is split by two images of the space shuttle. This image maybe black and white or represented in color.



FIGURE 0-1 SPACE COAST JEEP CLUB LOGO

ARTICLE 19- MINIMUM EQUIPMENT LIST FOR TRAIL RIDES

Mandatory

- Spare Tire, Jack and Lug Wrench **or** Inner tube and adequate plugs
- Tow Strap (**no hooks or metal ends**)
- Recovery Points front and rear
- Fire Extinguisher
- First Aid Kit
- Trash Bags

Recommended

- Hi-Lift Jack
- CB Radio: *Channel 5 is the club channel unless otherwise dictated*
- Basic Tool Kit
- Tire plug kit
- Tire Pressure Gauge
- Flash Light
- Gloves
- Recovery Equipment

Suggested

- Ice Chest/Cooler & Food
- Toilet Paper & moist Wipes
- Duct Tape
- Camera
- Bug Repellant
- Extra Vehicle Fluids

ARTICLE 20- LIST OF FOUNDING MEMBERS

- B. The active list of all founding members is kept on file with the Secretary of the Space Coast Jeep Club Inc.

ARTICLE 21- LIST OF LIFETIME MEMBERS

- A. The active list of all Life Time members is kept on file with the Secretary of the Space Coast Jeep Club Inc.