

VINTAGE DRIVERS' CLUB

BYLAWS (July 2019)

1. Policy:

- a. The VDC shall produce a document specifying the By Laws, for the day-to-day operation of the club.
- b. Legal documents of prime importance are to be held in a secure place and a Register is to be maintained by the Secretary.
- c. Any Regulations or Rules published in the Club Magazine with approval of the Committee shall be deemed to be the By Laws.
- d. The VDC shall carry out all its functions in accordance with the requirements of the Incorporated Association Rules.

2. Meetings:

- a. A regular member meeting shall be held each month unless otherwise determined by the committee.
- b. A regular Committee Meeting shall be held as determined by the committee.
- c. An Ordinary General Meeting known as the Annual General Meeting (AGM) shall be held each year. This meeting shall be held immediately after the regular monthly meeting. Notification of this meeting must be forwarded to all eligible members at least 7 clear days before the meeting.

3. Publications:

- a. A Club Magazine shall be produced each month (unless otherwise determined by the Committee) and shall be available to all members before each monthly meeting.
- b. The Committee shall have the right to determine the copyright of any article produced by the VDC.
- c. Any article appearing in the Magazine copied from other sources shall show an acknowledgement of those sources.
- d. The Club Insignia is copyright and may only be reproduced with the approval of the Committee.
- e. The VDC shall accept no responsibility or liability for the supply of goods or services being offered by advertisers in the Magazine.

4. Club Vehicle Eligibility

- a. Vehicle eligibility cut-off is fixed at **1958**; the year the Club was formed.
- b. From July 1st, 2019; vehicles eligible for entry into events for which Awards may be given are limited to vehicles constructed prior to 31st December 1958. (Carry over models of the same type may be accepted)

5. Events & Awards:

5.1 Events

- a. Events are to be conducted in line with a procedure as required by the Public Liability Insurers.
- b. The VDC shall promote social and motoring events throughout the year and published in the VDC Magazine.
- c. The Committee shall determine the events for which Perpetual Trophies will be awarded. These events may be omitted or reinstated at the discretion of the Committee.
- d. Sponsorship of any Event shall be at the sole discretion of the Committee.
- e. To prevent the Club from being financially exposed, it is a requirement that before running an event incurring major expenses, a budget shall be presented to the Club Treasurer. The Club Treasurer is to be regularly informed of all financial transactions by the event organiser.
- f. After every major event, (where entry fees are required) a comprehensive financial report shall be raised. The report shall detail all costs involved whether claimed for reimbursement or donated by the event organiser or a sponsor.
- g. Events arranged by the VDC shall take precedence over any other invitation event arranged by other clubs or organisations.
- h. The Events Committee can, subject to approval by the Committee, organise multiple events of different duration within or overlapping the same time frame, provided they are of dissimilar format. These events will accrue equal points as defined in the rules of Eligibility

5.2 Trophies

(include but are not limited to):

- a. Concourse
- b. Warriner & Restoration

- c. Clubman Trophy (Based on points for attending Club events, being on subcommittees and work at functions or events)
- d. Touring Trophy (Based on points for attending Club events)
- e. Fuel Economy

5.3 Awards

- a. Life Member
- b. Ten Year Outstanding Service
- c. Distinguished Service (Special service recognition)
- d. President's Award
- e. Patrons Award
- f. Years of continuous membership recognition

6 Club Permit System

- a. The VDC will sign Applications and Renewals of existing members (prior to 1 July 2019) for VicRoads Permits (to a rolling 25 years) as a continuing service to financial members.
- b. New members wanting to place a vehicle on the Club Permit System must firstly have an Eligible vehicle (in any condition). Subsequent vehicles may then be Permitted to the rolling 25 years acceptance by VicRoads.

7 Clubrooms:

- a. The VDC Clubrooms may be used for non VDC events at the discretion of and under conditions set by the Committee.
- b. Clubroom Bookings must be made in advance with the appropriate Officer nominated by the committee.
- c. The VDC shall raise a document detailing the requirements for use of the clubrooms by any persons whether club members or not.
- d. All space within the Clubroom Building shall be non-smoking.
- e. All members and visitors to the Clubrooms shall comply with VGCLR requirements and Club rules regarding the consumption of liquor.

8 Committees:

- a. The President of the Club shall allocate duties to the members of the Committee as required.

- b. Various sub-committees or Special Interest Groups can be formed with approval of the Committee. Minutes of Proceedings of these groups must be forwarded to the Secretary for presentation to the Committee.
- c. The Committee shall appoint members charged with responsibility to carry out various functions to facilitate the day-to-day running for the VDC, e.g. Membership Coordinator, Club Historian, Spares Officer, etc.
- d. Any member of the VDC holding an official position shall return all documents held during their term of office within 30 days of relinquishing that position.
- e. The Committee shall from time-to-time nominate members to receive awards; e.g. Ten Years of Outstanding Service, Club Person, Life Membership, etc. in accordance with laid down rules of eligibility.
- f. It is the discretion of the President with consideration of the issue at hand to determine the method to resolve the issue. This may include email, telephone ring-around, special meeting, etc., but a majority vote is mandatory.

9 Risk Management:

- a. The Club shall carry a Public Liability Insurance Policy as necessary and all other Insurance needs of the Club shall be determined by the Committee from time-to-time.
- b. Club Equipment is not to be loaned or hired without approval of the Committee.
- c. The Events Coordinator or Event Organiser can disqualify any person from an event if in his opinion the person is under the influence of drugs or alcohol or is a danger to others.
- d. Maintain a Safety Management System.

10 Financial:

- a. No club funds are to be available to any constituted committee for reimbursement for purely social outings expenses.
- b. Official Committee, Sub-Committees, or members engaged in official club business can be reimbursed for actual expenses.
- c. To accept subscriptions or donations whether of real or personal property and bequests for the purposes of applying the same to any of the purposes of the Association.