



## **The name of the organization shall be **San Diego Air Cooled (SDAC)****

### **1. PURPOSE:**

- a) To provide scholarships and grants for students looking to pursue a degree in Automotive Technology or a career in the automotive industry
- b) To raise monetary and non-monetary donations for other local charities by using the love of Air-cooled Vehicles to bring like-minded enthusiasts who not only love vintage Volkswagens but also want to make a positive impact on the local community.
- c) To promote the hobby of owning, restoring, altering, building, maintaining, modifying and preserving air cooled Volkswagen vehicles
- d) To promote friendship, help fellow clubs and organizations by attending their functions, supporting our local community, as well as and to educate the public concerning the history, legend, repair, building and modifying classic Volkswagen automobiles.
- e) SDAC will carry on social activities, car shows, rallies, tours, and other non-speed events at which members of the SDAC are entitled to participate.

No part of the net earnings of the organization shall be used to the benefit of or be distributed to its members, directors, officers or other private persons, except in the event the organization authorizes and is required to pay reasonable compensation for services rendered and to make any payments directly related to the furtherance of the purposes set forth herein, provided that any monetary benefits which provided to members shall be incidental to the operations of the organization. "Excess" funds will be noted as so by forecasting the required funding for the upcoming fiscal year. At year's end, all excess funding will be donated to a charity to be decided and voted upon by the board.

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### **2. OFFICERS and Steering Committee Members:**

- a) The Steering Committee, shall be all personnel attending any given "Steering Committee Meeting", whether monthly or a special gathering. The Board of Directors shall be titled/elected members of the Steering Committee. The Board of Directors shall be the VOTING members at any given committee meeting. Meetings are open to all SDAC Members in good standing. Personnel who are members of any other VW club will not be permitted to attend a Steering Committee meeting.
- b) All Officers shall be elected by a majority of the members present at any annual meeting or at any special meeting called for that purpose, and such election shall be certified by the Directors. The election of an officer to fill a vacated seat should be announced for at least

two weeks before appointing/electing a replacement. Otherwise an officer could resign and be replaced at the same meeting without democratic procedures. To become an Officer of the club you must be a Steering Committee member in good standings for a minimum of ONE year

- c) The Officers shall consist of the following: President; Vice President; Sergeant-at-Arms; Treasurer; Membership admin, Secretary and Media Officer.

### **3. OFFICERS' RESPONSIBILITY:**

- a) **PRESIDENT:** The President will preside over all meetings called for and shall act as an ambassador to any functions or activities held by the club or by any other club in which the President is asked to attend. The President will seek ways to help build membership, create ideas and help promote and maintain interest by and for its members. The President shall meet at least once a quarter with the remaining Officers. The President shall be the principle officer of the Club and shall, in general, supervise and control all the business and affairs of the Club. He/she shall preside at all meetings of the membership and the Board of Directors.
- b) **VICE PRESIDENT:** The Vice President shall preside over all meetings called for if the President is unable to attend. The Vice President, too, shall act as ambassador to any functions the President cannot attend. The Vice President shall also be in charge of all chair committees and report to the President as needed. The Vice President shall further be responsible for keeping and updating the membership roster. The Vice President shall also be responsible for instructing the Treasurer to collect any fines or past club dues from the members or other such monies as are necessary and in the best interest of the club.
- c) **SERGEANT-AT-ARMS:** The Sergeant-at-Arms is responsible for ensuring that the Bylaws and rules of the club are followed. He is responsible for keeping order at all club events. He may request members to aid in keeping order. He has the responsibility to the club to report any unseemly behavior of incident to the Steering Committee. The SAA is responsible for the safety and security of the club, as well as the protection of its members and prospects. He shall keep and maintain a record of all data pertinent to the safety and security of the club and it's members and prospects. Upon becoming aware of any real or perceived threat to the club, its Members, Prospects, or events, he shall immediately notify the Steering Committee of that information.
- d) **TREASURER:** The Treasurer shall be responsible for all monies received and disbursed by the club, including keeping a record of who has and has not paid club dues, if any. The Treasurer must keep a complete account of all such matters by way of a ledger, and have a monthly print out for each board to know the Starting Balance, incoming funds, outgoing funds and current balance. The Treasurer shall maintain all receipts that have been presented by board members. When called upon, present such matters to the club, and for the annual audit which will be conducted yearly, and for appraising the incoming Treasurer Elect of all accounting matters and the proper transfer of the club's accounting records. The audit committee shall consist of the outgoing Treasurer, the Treasurer Elect, and two (2) club members appointed by the President. Treasurer shall also be responsible for collecting club dues (if required) , for collecting monies for club apparel and for the collecting of all fines levied by the Officers of the club.
- e) **SECRETARY:** The Secretary shall be responsible for the minutes for all meetings. called for, for roll call at each Tue and Sunday meetings, Secretary will assign a person to take the roll

call if he or she is not present. and handling all correspondence brought forth by the club and its members, and shall keep the President aware of any and all incoming correspondence that should be brought to the attention of club members. The Secretary may, however, designate any person to keep the minutes for any meeting.

- f) **Membership Administrator:** monitor and maintain current and new member attendance. Take roll call and ensure members are meeting their minimum requirements for attendance at events and meetings. Keep tabs on member's time in the club and member anniversaries.
- g) **Media Officer:** Operate and Maintain the club's website, social media, and email accounts. Will have the responsibility to order and purchase all SDAC merchandise. Any give away merchandise shall be cleared through the Media Officer. The media officer will get board approve for any new or changes to existing merchandise

\*\*\*\* ANY STEERING COMMITTEE MEMBER WHO WILL MISS A SPECIAL EVENT (Cruises, Shows, Club Crashes, etc...) WILL NEED TO NOTIFY THE BOARD via Messenger.

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#### 4. HOLDING OFFICE:

- a) Anyone wanting to hold office (Titled office) of the club may do so by being duly nominated and elected by its voting members, during the annual election of club officers, and must have been a member of the Steering Committee, in good standing, for at least one year prior to any election. If a member is unable to complete his/her term of office for any reason, a member may be appointed to fill the remainder of the term of office by the remaining officers or by the members upon a call of a special meeting. If an electee does not meet the minimum time requirement on the Steering Committee, the current members of the committee can vote (majority vote) to allow the new member to run for office.
  - b) Offices shall be held for a term of two (2) years or until their successors are elected and qualified.
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#### COMMITTEES (Fiesta, Cruises and other events)

Committees shall be appointed on an as-needed basis, and may be dissolved when the need is deemed unnecessary.

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#### 5. MEMBERSHIP Requirements:

- a) Prospective members must Own and drive an air-cooled vehicle.
- b) Prospective members must Fill out application for Membership.
- c) Upon acceptance, must purchase SDAC MEMBER schwag.
- d) Maintain a family friendly environment by upholding the standards of a member in good standing.
- e) A membership is singular in nature and consists of one member over the age of 16 years.

- f) A prospective member shall not order or receive club apparel until their membership has been accepted and recorded by The Board.
- g)

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## **6. MEMBER RESPONSIBILITY:**

- a) San Diego Air cooled members should not be members of other local VW Clubs. Membership of other types of car/motorcycle clubs is acceptable.
- b) Each member will be expected to promote and to take part in club meetings, activities and functions.
- c) Any member who has not attended at least one (1) club event within a calendar year shall be placed on "inactive" status. A club member who is inactive loses the right to vote on club elections as well as the right to be further updated on club matters.
- d) A member on inactive status shall be required to attend at least (1) club events within a consecutive six (6) month period in order to have their voting rights in club elections restored as well as the right to receive news and announcements from the club.
- e) Members must operate vehicles in such a manner that it will not cause embarrassment to the club, its officers, or its members. If such a case arises, the offending member may be removed from the club.
- f) All members who drive while involved in club functions or are traveling with the club while going to or from a club function, shall abide by the laws of the road when representing the club.
- g) Any member while driving and representing the club, shall possess a valid driver's license.
- h) Members must wear their Club Member shirt/gear when attending Car shows, Club events and other club related functions (Weekly Meetings excluded).
- i) A member must not reproduce the San Diego Air Cooled logo for their own profit.

**Breaking the rules may result in suspension or removal from the club.**

**Each member will receive up to 3 warning for breaking a rule. Upon 3rd offence, the member must appear in front of the steering committee for a hearing. Failure to appear in front of the committee is an automatic discharge from the club**

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## **7. MEMBERSHIP DUES:**

- a) Annual Dues shall be \$20 and collected on or before the 15th of January. There will be a 15 day grace period for the payment to annual dues.

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## **8. MEETINGS:**

- a) Regular club meetings are Tuesday evenings at 7PM in Chula Vista and Sundays at 9AM in Santee.

- b) Regular Steering Committee meetings shall be usually held on the **FIRST Friday of each month at 6 PM** at the place determined by the Board of Directors. During the course of the year, meetings may be held at other dates but will be announced sufficiently in advance to the membership. The majority of voting members present at any meeting shall constitute a quorum.
  - c) The annual meeting of the members shall be held in the month of **October** each year for the purpose of electing Club directors (if an election year), and for the transaction of such business as may come before the meeting. Newly elected officials shall take office on 01 December following the election, thus allowing enough time for proper pass down of information to maintain a seamless transition. Newly elected officers will be announced at the annual Christmas Party.
  - d) The President and/or Board of Directors shall designate the place of regular, annual, or special meetings..
  - e) Special meetings may be called at the discretion of the President, Board of Directors, or at the request of five (5) or more regular members. A special meeting of the members may be called at any time whether written or electronic notice to the members, at either the direction of the President, the Board of Directors or upon a request of 5 (or more) members.
  - f) A quorum of the members shall consist of those members present at any annual, regular or special meeting.
  - g) The annual meeting of the Directors shall be held immediately following the close of the members' annual meeting.
  - h) A special meeting of the Directors may be called at any time.
  - i) A quorum of the Directors shall consist of a majority of the Directors.
  - j) A majority of the votes cast on a matter to be voted upon by the members present at a meeting at which a quorum is present, shall be necessary for the adoption thereof.
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## **9. VOTING:**

- a) Voting on all issues at any club meeting shall be by majority vote of the Board of Directors.
  - b) All ties in voting will be decided by a final vote by Mario Pena (Founder)
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## **10. OTHER FUNCTIONS AND ACTIVITIES:**

- a) If the club is invited or asked to participate in another club's function, the club shall try, to the best of its ability, to have at least one of its members attend.
- b) When in attendance at such functions or activities, all members are required to represent our organization with respect and in such a manner so as not to embarrass yourself, "The Club" or any other members.
- c) All attending SDAC members MUST wear San Diego Air Cooled attire when attending all events (excluding weekly SDAC meetings)

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**11. CHANGES TO BYLAWS:**

- a) These Bylaws may only be changed at the annual meeting or at any special meeting called and properly noticed for that purpose.
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