

55-56-57 Chevrolet Club of Australia Inc



Constitution & By-Laws

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Constitution of The 55-56-57 Chevrolet Club of Australia Inc

- The name of the club will be “The 55-56-57 Chevrolet club of Australia Inc “herein after referred to as the club.

Club Constitution & Rules

1 – Objectives

- To preserve and bring together people who have a keen interest in 55-56-57 Chevrolets and all things automotive.
- To promote social gatherings to which members and their invited guests can enjoy meeting persons with similar interests.
- To seek and obtain various discounts with business houses and exchange technical advice to its members.
- Liaise with other clubs, as to broaden the club knowledge and raise the public awareness of the club.

2 – Membership

- Membership is open to all owners of 55-56-57 Chevrolets owners and enthusiasts of classic vehicles of interest and Membership shall be open to any person or persons interested in furthering the idea and aims of the club with no number limits.
- The members of the club consist of the executive committee and general members.
- Membership is based on a 12 month term, commencing 1st of July and ending on 30th of June each year, Members wishing to join part way through the year may do so and pay their membership fee on a pro-rata basis.
- Membership entitles the primary member to full voting rights and the right to hold an executive position.
- All membership applications must be made in writing and submitted in the form of a membership form to the Executive Committee. And all applications must be accompanied by the appropriate application and membership fees that are current and applicable at the time.
- Membership forms will be made available online at the clubs web page.
- Membership is conditional upon members abiding by the club rules and the constitution.

3 - Management

- The executive committee shall consist of the following members: President, Vice President, Secretary, Treasurer, Public officer, and Editor as voted by the general members.
- The President/ or in his/her absence the Vice President shall be the chairman of all the meetings.
- The Executive Committee shall have the power to make and proclaim any club rule for the betterment of the club, and which shall not be in opposition to the club rules and constitution.
- The Executive Committee shall have the power to invite any other person or persons to attend committee meetings who may be of assistance to it in a professional, technical or in a skilled manner, for the advice and guidance: The guest of the committee shall have no claim to vote.
- Each member of the executive committee shall hold office until the annual general meeting next after the date of his or her election but is eligible for re-election.
- The office of a member of the executive committee becomes vacant if the officer or member –
 1. Ceases to be a member of the club; or
 2. Becomes an insolvent under administration within the meaning of the Corporations Act; or
 3. Resigns from office by notice in writing given to the secretary.
- In the event of a casual vacancy in any office referred to in point 3 of the management clause, the committee may appoint one of its members to the vacant office and the member appointed may continue in office up to and including the conclusion of the annual general meeting next following the date of the appointment.
- Any 4 members of the executive committee constitute a quorum for the conduct of the business of a meeting of the committee.

4 - Election of Committee

- The election of members to the Executive Committee shall take place in the following manner.
- Any financial members of the club may nominate another financial member to serve on the committee.
- Nominations for vacant positions will only be accepted from the floor of the annual general meeting if no nominations have been received prior, and if nominations for positions had been received and placed on ballot paper. No nominations will be accepted from the floor.
- Nomination must be in writing on the official forms provided by the out-going committee and forwarded to the secretary at least 21 days prior to the annual general meeting.
- The nominated member shall be asked if they agree to serve if elected.
- The nominated financial member may decline.
- In preparation for the new committee, the President shall prepare a letter to the bank where deposit accounts are held advising of changes of signatories to accounts.

5 - Duties of committee members

- Due care and diligence of committee member's duty is to disclose conflicts of interest and the duty to not dishonestly use their position or information obtained for financial gain as a committee member.

6 - Duties of the Treasurer

- The treasurer shall keep the accounts of the club and shall make up the annual statement and balance sheet of the club as at the 30th of June of each year which is to be signed off by the committee. After the audit, this report will be prepared, printed and made available to all members attending the notice of the annual general meeting of the club.
- The funds of the club shall be banked in the name of the club and the bank accounts shall be operated by the following: Treasurer and the President of the club.
- The treasurer report will be available to all members at a club meeting showing the months income and expenditure and be signed off by another committee member and also so from a general member from the floor attending the clubs monthly meeting.
- A certified accountant shall be elected or appointed by the executive committee and it shall be their responsibility to examine all accounts, vouchers, receipt books, etc and furnish a report there on to the executive committee in time for presentation at the annual general meeting.
- Audits shall be conducted at regular intervals not exceeding 12 months.
- The financial year for the club shall conclude as at 30th June of each year.
- No two signatories of any financial accounts shall reside at the same residence.
- Financial Records are to be kept for at least 5 years.

7 - Duties of the Secretary

- The secretary shall conduct the correspondence of the club and subject to the control of the committee, shall have custody of all documents belonging to the club.
- They shall keep full and correct minutes of all proceedings of the club meetings and committee meetings.
- These records can be kept in written or electronically form.
- At least seven clear days notice of intention to convene a meeting shall be given by the secretary to all financial members. Any notice of motion intended to be put to the meeting shall be delivered to the secretary no later than three days prior to the date fixed for the meeting. It shall be the responsibility of all members to notify the secretary of any change of address.

8 - Meetings

- Executive Committee meetings may be held at a time and venue agreed upon by the executive committee.
- The number of club meetings a year is as follow: there are 11 club meetings during the year which includes the AGM, meetings being the second Tuesday of each month starting at 8pm each time and there is no meeting held in January each year.

- The annual general meeting shall be held on the general meeting date as determined by the committee each year.
- Any decision of the Executive Committee or of the members at any meeting except as elsewhere provided shall be decided by the majority of those present and voting.
- The Chairman has no deliberate vote but a casting vote. Motions upon which the voting is equally for and against the chairman shall have the final casting vote.
- The committee may call an extraordinary general meeting when any question of urgent importance shall arise and shall be bound to do so on receiving a request signed by 10 financial members of the club or by a member who has been expelled by the committee and has duly given notice of their desire to appeal to an extraordinary general meeting.
- The club secretary, at least 14 days, or if a special resolution has been proposed at least 21 days, before the date fixed for holding a general meeting of the club, must cause to be sent to each member of the club, a notice stating the place, date and time of the meeting and the nature of the business to be conducted at the meeting.
- Five members personally present (being members entitled under these rules to vote at a general meeting) constitute a quorum for the conduct of the business of a general meeting.

9 - Amendment of the Constitution

- The constitution may be amended at a general meeting or special meeting convened for the purpose provided that the amendment is approved by at least three quarters of the members present and that, 21 days notice must be given to members of the intention to pass the special resolution.

10 - Payment of Membership Dues

- Annual membership will be payable upon receipt of membership form.
- Any member whose membership is unpaid on the last day of their membership term shall cease to be a financial member. A grace period of no longer than 4 weeks shall be granted for payment, after that time the name of such members shall be cancelled from the books of the club.
- Voting rights shall be revoked until membership is renewed.
- Payment of membership will be calculated on a pro-rata basis at a minimum of 6 months of the full membership fee, for new members only.
- Members with "Historic/Classic Vehicle Registration" membership fees are "Due" on or before the 30th June each year as to comply with RMS rules under this scheme.
- All fees are to be paid in full.

11 - Address of Members to be registered

- A current membership register shall be kept by the Public Officer/Secretary and updated as required.
- All members shall inform the Public Office/Secretary of any change of postal address, email addresses and phone numbers.

12 - Resignation

- A member may at any time by giving notice in writing to the secretary, withdraw membership from the club.
- Upon resignation all membership fees paid are forfeited.

13 - Expulsion of Members

- If any member shall refuse or neglect to comply with any of the rules of the club or be guilty of conduct which in the opinion of the Executive Committee is damaging to the club or in the interest of the club, the committee may call upon the member to submit an explanation either in writing or by personal attendance before the meeting of the committee (arranged especially for the purpose). And after considering the matter at such a meeting including the explanation (if any) offered by the member concerned at least two thirds of the Executive Committee, are of the opinion that the charge has been sustained, the majority thereof as aforesaid expel such a member.
- The executive committee shall in writing advise the member concerned of its decision. A member who has been expelled as aforesaid may within 14 days thereafter give notice in writing to the secretary of their desire to appeal before an extraordinary general meeting of the club at which the

member shall be given an opportunity to attend and make a statement. After considering such an appeal the members at the extraordinary general meeting may affirm or reverse the decision.

14 - Club Property

- No member shall take away or permit to be taken away from the club under any pretext whatsoever or shall injure or destroy any club property including media or other articles, tools and or equipment which is the property of the club.
- Club property shall be held by a custodian as designated by the committee.

15 – Complaints, Disputes and Mediation

- All complaints shall be made in writing to the secretary.
- All complaints will be carried out by following the guide lines set down by the Department of Fair Trading, under section 10,11,12 of the procedure set out in the Model Constitution act 2009.

16 – Club Rules

- The executive committee has the invested power to make, repeal and amend such club rules as they consider necessary for the proper conduct of the club. Rules made aforesaid shall have effect until otherwise determined by the committees or a general meeting of the club. In particular but not exclusively such rules may provide for and regulate.
- Generally all matters as are commonly the subject matter or rules and regulations of a club.
- Club rules can be altered as agreed upon by the members and the executive committee.

17 – Dissolution

- The club shall be dissolved in the event of the membership being less than 5 persons or upon the vote, passed by not less than three quarters of the members present at a special meeting convened to consider such a question.
- 21 days notice must be given to members of the intention to dissolve the club.
- Upon dissolution, assets and funds on hand may after payment of all expenses and liabilities may be handed over to any other not-for-profit association as three quarters of the members present at the meeting may decided.

55-56-57 Chevrolet Club of Australia Inc

Constitution-By Laws Historic/Classic Vehicle Scheme Registration And 60 day logbook Trial

GUIDELINES FOR THE APPLICATION AND USE OF VEHICLES USING THE HISTORIC/CLASSIC VEHICLE SCHEME CONDITIONAL REGISTRATION AND 60 DAY LOGBOOK SCHEME (HCRS&CVS) ISSUED VIA THE NSW ROADS & MARITIME SERVICES (RMS)

PART 1 BACKGROUND

The NSW RMS registers historic/Classic Scheme vehicles under the *Historic/Classic Scheme Conditional Registration Scheme and the 60 day logbook trial (HCRS&CVS)*, which provides vehicles with limited access to the road network and compulsory Third Party (CTP) insurance cover. At present vehicles registered under this scheme are exempt from the payment of stamp duty, motor vehicle tax and national charges.

HCRS&CVS registered vehicles are primarily registered for club use, so it is reasonably expected that the member and vehicle should attend a minimum of 3 club events (including meetings) during the membership year, unless prior arrangements are made for vehicle inspection. The Club retains the right to reconsider eligibility for issue or renewal of HCRS/ CVS registration should this cease to be the case.

PART 2 – ELIGIBILITY

- A) Historic vehicles** must be a minimum of 30 years old. The onus of proof of age shall be with the applicant; however final arbitration shall be the responsibility of the Club's committee. The Club also requires compliance with the rule stating that the vehicle is as close to standard/original as possible but with acceptable variations of period style options and accessories being added to the vehicle as they may have been during the vehicle's era, and not forgetting safety features (ie Seatbelts and turn signals)
- B) Classic vehicles** must be a minimum of 30 years old. The onus of proof of age shall be with the applicant; however final arbitration shall be the responsibility of the Club's committee. The Club also requires compliance with the rule stating that the vehicle complies with RMS Roadworthy certificate requirements (ie Pink/ Blue Slip or Engineer Certificate if required).
- C)** All applicants shall be issued with a copy of the Club's Constitution; Applicants shall read and fully understand their responsibilities and agree to abide with the Constitution and the rules and conditions applicable under HCRS&CVS, must sign a copy before HCRS/ CVS registration is issued. *Applicants should be aware that any HCRS/ CVS registration authorised by the Club is conditional upon them being and remaining a financial member of the club. MEMBERSHIP FEES ARE DUE ON THE 1ST JULY EACH YEAR AND MUST BE PAID PRIOR TO THAT DATE to ensure that your vehicle complies.*
- D)** Applications to the clubs HCRS/ CVS Registrar for conditional registration need to be supported with the completed HCRS/ CVS form and current photographs of the vehicle.
- E)** The vehicle must be in a roadworthy condition and the member must obtain a hard copy of a certificate of roadworthiness (Pink /Blue Slip or Engineer Certificate if required) from an Inspection station authorised by the NSW RMS. The appropriate HCRS/ CVS form (issued by the club's HCRS/ CVS Registrar) and the certificate of roadworthiness need to be presented to the RMS, as well as Forms which have been signed and stamped by a Club Representative.

PART 3 – CLUB EVENTS

- A)** Vehicles registered under the HCRS/ CVS scheme not using the 60 day logbook trial shall only be used for *authorised club events*, as listed in the by-laws, except as set out in Part 3 – *servicing of HCRS/ CVS vehicles as listed in part 4 of this document.*
- B)** Authorised Club events are therefore described as follows:-
- C)** Sanctioned club events as set out on the club's calendar of events as published in the club magazine "The 55-56-57 Classic Chronicle" or via the 55-56-57 Chevrolet Club of Australia Inc, website.
- D)** Promotional or charity events at schools and the like to assist those groups in their activities; however *a copy of a written request from the group is required by the Club.*

PART 4 – SERVICING OF VEHICLES

Please note that all servicing or special movements of HCRS/CVS registered vehicles not on the 60 day logbook trial must be recorded in the official day book held by the HCRS/CVS Registrar of the Club.

ALL notifications to the clubs HCRS/CVS Registrar are to be in writing, although this can be via an email or SMS provided acknowledgement is received prior to use. It is also advisable and respectful to provide advice to the registrar in a timely manner, whenever possible.

Journeys necessary for servicing or road testing vehicles are permitted and may go to and from the nominated point of garaging of the said vehicle by the shortest possible route and are permitted at any time, *but the movement of the vehicle must be advised to the HCRS/CVS Registrar and recorded in the clubs official day book/HCRS/CVS email address.*

- A)** If longer runs are necessary for the servicing of vehicles, these may only be undertaken after receiving permission from the HCRS/CVS Registrar, *This permission must be properly recorded in the Club's official day book/HCRS email address by the person approving the movement with full details of time, place and reason.*
- B)** Service runs for road testing a vehicle after extensive work must start and finish at the nominated point of garaging for the vehicle. Up to a 10km radius from the garaging point is permissible without requesting approval; *however the clubs' HCRS/CVS Registrar should be informed of the movement of the vehicle beforehand so he / she can enter it into the Club record for future reference if needed.* If a trip of further distance is needed then permission to be obtained as above, in Part 3 – section a).

PART 5 – RESPONSIBILITY OF CLUB MEMBERS

- A)** All enquiries regarding applications for HCRS/CVS registration must be directed to the HCRS/CVS Registrar. Individual approaches to the Roads and Maritime Services (RMS) are discouraged.
- B)** Historic/Classic number plates are issued by the RMS to a member of the Club and are *not transferable either to another vehicle or person in the event of the vehicle being sold.* The registration is an agreement between the individual and the RMS.
- C)** Plates must be immediately returned to Roads and Maritime Services (RMS):-
- D)** In the event of the sale of the vehicle on which they are issued.
- E)** Upon the member's resignation from the Club, unless a new Primary Club is nominated immediately to the RMS.
- F)** Upon the member's failure to remain a financial member within the meaning of the Constitution of the Club or on failure to pay any levy that may be constitutionally approved by a duly constituted Club meeting.
- G)** At the directive of a Club Committee decision.
- H)** if the Club Inspector (the HCRS/CVS Registrar or a suitable person nominated by him to inspect vehicles in his absence) considers the vehicle has been made unsafe or altered after it has been inspected.
- I)** All Club Members who have vehicles on HCRS/CVS Registration must ensure that they are familiar with the current HCRS/CVS Rules, as issued by the RMS.

PART 6 – ANNUAL VEHICLE INSPECTION

HCRS/CVS registered vehicles are required to be inspected annually by either the HCRS/CVS Registrar or a suitable person nominated by him, if he is not expected to be in attendance at the event nominated for such inspections.

- A)** The annual Club inspection is intended to validate the vehicles' compliance with the eligibility guidelines as set out in part 1 of this document.
- B)** The annual Club HCRS/CVS inspection is not a replacement or substitute for the owner's obligation to ensure the vehicles general roadworthiness. Only persons authorised to certify vehicles roadworthy by Roads and Maritime Services, any NSW RMS Licensed Authorised Inspection Station (AIS), can issue a road worthiness certificate.
- C)** HCRS/CVS registration renewal forms cannot be issued unless the member is financial.
- D)** The HCRS/CVS Registrar may process HCRS/CVS renewal forms (refer Part 8 of this document) for use at the Roads and Maritime Services (RMS). However the issue of historic/Classic registration (HCRS&CVS) to the member shall be withheld until the vehicle is inspected and passed by an RMS Authorised Inspection Station.
- E)** Chassis, serial, body and engine numbers will form part of the identification of a historic/Classic vehicle. Any change must be notified in writing to Roads and Maritime Services (RMS). These changes

must also be sighted by the Club's HCRS/CVS Registrar along with a copy of the Certificate of Roadworthiness (pink slip/Blue Slip).

PART 7 – INSURANCE REQUIREMENTS

It should be noted that the CTP insurance covering HCRS/CVS vehicles is conditional on vehicles being operated in compliance with the guidelines as set out above. *Consequently if a member becomes un-financial or is operating the vehicle without providing the HCRS/CVS registrar in accordance with the guidelines, then the member is at risk of not being covered by the CTP policy.*

A minimum insurance cover of Third Party Property Damage Insurance is highly recommended. Full insurance is also recommended. Normally, full insurance on a conditionally registered (HCRS/CVS) vehicle is approximately the same cost as Third Party Property Damage Insurance.

PART 8 – GENERAL REQUIREMENTS

- A) The vehicle shall display HCRS/CVS plates and label at all times.
- B) The RMS Certificate of Operation (Purple form) shall be kept in the vehicle at all times.
- C) Relevant proof of movements should be kept in the vehicle. e.g. club magazines, emails to HCRS registrar etc.

PART 9 – HCRS/CVS APPLICATION PROCESS

- A) Ensure that you are a current FINANCIAL MEMBER of the Club.
- B) A hard copy of Certificate of Roadworthiness (pink slip/Blue Slip) needs to be obtained from an Authorised Inspection Station.
- C) Obtain a 1259 RMS Form from the Club Registrar (also available from the RMS Website).
- D) Club Application Form to be obtained from the Club Registrar for completion (also available from the Club Website).
- E) Copy of the Pink Slip/Blue Slip, along with a RMS Form and Club Application Form to be handed to the HCRS/CVS Registrar, along with photos of the vehicle (sufficient to establish identity of the vehicle).
- F) For first time HCRS/CVS Registration, the vehicle must be inspected for eligibility under the HCRS/CVS Scheme by an Authorised Club Representative,
- G) For general HCRS/CVS Renewals, the guidelines within this document must be followed.
- H) Once Forms have been completed, signed and stamped, they need to be lodged at an RMS Office,

I have read and understand the Clubs Constitution and the Historic/Classic Conditional Vehicle Registration in this document

Circle Which Applies **HISTORIC / CLASSIC**

Print Name.....

Sign.....Date.....Members No.....

Print Name.....

Witnessed.....Date.....Members No.....

Club Official Inspectors

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