

**CONSTITUTION  
MUSTANGS WEST**  
(as amended April 2023)

ARTICLE I                      Section 1                      Name

The name of this nonprofit organization shall be Mustangs West, herein referred to as MWC.

ARTICLE II                      Section 1                      Membership

Membership in MWC shall be of three classifications: Regular, Honorary and Lifetime. Qualifications for membership and membership privileges shall be specified in the Bylaws.

ARTICLE III                      Section 1                      Government-Executive Board

The government of MWC shall be vested in the Executive Board consisting of the four elective officers of MWC and the immediate past president.

Section 2                      Elective Officers

There shall be four elective officers of MWC. They shall be the President, Vice-President, Secretary and Treasurer. Length of office shall be the MWC Calendar Year. MWC Calendar Year shall be from December to December. Elective officers shall have been active participants in the membership for a term of one year before they are eligible to run for office.

Section 3                      Committees

Those committees required for the effective operation of MWC shall be specified in the Bylaws.

Section 4                      Duties

The duties of the Executive Board shall be fully specified in the Bylaws.

ARTICLE IV                      Section 1                      Amending the Constitution

Amendments to the Constitution may be submitted in writing and must be approved by two-thirds of a quorum of the MWC membership at the next business meeting.

**BYLAWS**  
**MUSTANGS WEST**  
(as amended April 2023)

ARTICLE I                      Section 1                      Affiliation

Membership in organizations may be entered into so long as such affiliations are considered to be in the best interest of MWC.

ARTICLE II                      Section 1                      Meetings

A regular business meeting shall be held on the first Thursday of the month, to begin around 7:00 PM. An Executive Board meeting may be held prior to that month's regular business meeting. Time, date and place announced by the President.

ARTICLE III                      Section 1                      Membership

Requirements for membership:

1. Minimum age 16.
2. Must be a Mustang enthusiast.
3. Must submit a membership application with payment of dues.
4. Must have a valid motor vehicle operator's license.
5. Automobile insurance that satisfies the Washington State Financial Responsibility Insurance Act.
6. Must show proof of current liability insurance.

Section 2                      Honorary and Lifetime Membership

1. Honorary Membership in MWC shall be reserved to those persons who are held in high esteem by members of MWC. Honorary membership shall be awarded by a two-thirds vote of members present at a business meeting.
2. An Honorary Member may become a Regular Member by satisfying Article III, Section 1, Items 1,2,3,4,5, and 6.
3. Lifetime Membership in MWC shall be reserved for those persons who go above and beyond on a consistent basis. Lifetime Membership shall be awarded by a two-thirds vote of members present at a business meeting. Lifetime Members have the same rights as Regular members but receive complimentary single membership dues for life.

### Section 3

### Termination of Membership

1. Termination of membership shall require a letter by a member detailing accusations against the member to be considered for termination. The letter shall be presented to the President who shall submit it to the Executive Board for their consideration.

The member shall be afforded the opportunity to answer the accusations at a regular meeting of the Executive Board. If the Executive Board finds the accusations are valid, the President shall bring the action before the membership. A two-thirds vote of the membership shall be required for termination.

The vote shall be by written ballot.

2. Membership will terminate for non-payment of dues within 60 days after date due.

### Section 4

### Dues

1. Dues for single members shall be \$25.00 per year. Dues for families shall be \$30.00. No dues shall be assessed Honorary or Lifetime Members.
2. Dues will be due on, or before, the first meeting of the year (January). Any member who has not paid their dues by the third meeting (March) may be dropped from the membership roster. Further, the dues of any new member joining throughout the year will be prorated on a quarterly basis.
3. Previous members who allow their dues to become delinquent may reapply for regular membership by satisfying Article III, Section 1, Items 1,2,3,4,5, and 6.
4. Dues are not refundable.

### Section 5

### Privileges

1. The privileges of Regular membership in MWC shall include the right to vote and the right to attend and participate in all business meetings, competitive events, social functions, promotional and fund-raising activities.
2. For all shows sponsored by MWC, the membership will decide prior to each show whether entry to that show will be open to the public or limited to cars owned by members and how trophies will be awarded.
3. The right to hold office.
4. Honorary members are entitled to all privileges except to vote and hold office.
5. The spouse of a Regular member shall have the same rights as that of a regular members.

### Section 6

### Resignation

A member may resign by submitting a letter of resignation to the President or secretary. The letter will be read at the subsequent meeting as a matter of record.

## Section 7

## Amending the Bylaws

Amendments to the Bylaws may be submitted in writing at a regular meeting and must be approved by a majority vote of a quorum of the MWC membership at the subsequent meeting for adoption.

## ARTICLE IV

### Section 1

### Officers

There shall be four elective officers of MWC. They shall be President, Vice-President, Secretary and Treasurer.

### Section 2

### Duties of the President

1. Oversee and guide MWC business.
2. Conduct proper meeting procedures.
3. Preside at all meetings and call special meetings.
4. The President shall vote only in case of a tie.

### Section 3

### Duties of the Vice-President

1. Assume the duties of the President if the President shall resign or otherwise be incapacitated to carry out the duties of his/her office until the President resumes his/her duties or a new President can be elected.
2. Be responsible for sharing information via Facebook and email to give notice of all meetings and club activities.
3. Awards presented to MWC shall be the responsibility of the Vice-President.

### Section 4

### Duties of the Secretary

1. Take minutes at every regular and special meeting.
2. Maintain a current book of statutes which consist of all regulatory laws of MWC.
3. Have custody of all papers belonging to MWC which are not especially under the charge of any other officer.
4. In the absence of the Secretary, a Secretary pro Tempore shall be chosen by the Presiding Officer.
5. Shall act as the MWC Historian. The Historian shall maintain a scrapbook that records MWC events and activities. The Historian will be reimbursed for the cost of reproduction of film and/or negatives. The Secretary may appoint another MWC member to fulfill the Historian duties.

Section 5

Duties of the Treasurer

1. Collect all money owed MWC.
2. Pay from the treasury all debts incurred by MWC which are voted on by the membership.
3. Handle all and any correspondence, including Post Office Box and Key.
4. Keep records of all MWC monetary business expenses.
5. Report on the financial status of MWC at meetings.
6. Give a complete financial report at the end of the calendar year.
7. All contracts, checks, drafts or other orders for payment of money in excess of \$100.00 shall be signed in the name of MWC by the Treasurer and approved by one other elected officer. Only the signature of the Treasurer is required on checks of \$100.00 or less.
8. Be responsible for all club property for sale and orders.
9. An accurate membership roster shall be maintained by the treasurer, updated quarterly, with copies to all officers, Activities Chairpersons and committee chairpersons.

ARTICLE V

Section 1

Nomination and Election of Officers

1. Nominations for the election of officers shall be held at the October meeting.
2. Nominations shall be taken from the floor. Those nominated may decline until prior to the election. The club secretary shall electronically send out an office announcement of the election within ten days after the October meeting, listing the time, date and place of the election and listing those nominated.
3. Members may be nominated for more than one position but can only be elected to a single position.
4. Election of officers shall occur at the November meeting. The President shall appoint a member, who has not been nominated for office, to preside over the election portion of the meeting. The secretary may allow members in good standing, who will be unable to attend the November meeting, to request to vote by email. Such email ballots must be returned to the secretary not later than one week prior to the November meeting.
5. At least twenty members shall vote in the election of officers, and a majority of votes cast for a candidate shall constitute election. Voting shall normally be by written ballot. In the event that only a single member is nominated for an office, a voice vote may be used for election.
6. Elections shall take place in the following order: President, Vice-President, Secretary, and Treasurer.
7. The term of office shall be from the beginning of the December (Christmas Party) meeting through the end of the following calendar year.

Section 2

Resignation of an Officer

In the event an officer resigns before the end of his/her term, the remaining officers shall select and appoint a member to fill the position until the next regular election.

ARTICLE VI

Section 1

Committees and other Offices

The President shall designate the following committees and other offices to take care of necessary business of MWC.

1. Membership Committee
2. Events/Activities Committee
3. Publicity/Newspaper Committee
4. Other (optional):
  - A. Business Agent
  - B. Telephone Committee
  - C. Parliamentarian

Section 2

Committee Chairpersons

Committee Chairpersons shall be appointed by the President, with the exception of the Publicity/Newsletter Committee whose chair is the Vice-President. A committee chairperson shall direct the activities of the committee and shall report on committee progress at each general meeting.

Section 3

Membership Committee

The duties of the Membership Committee shall be to promote prospective members and monitor their progress toward MWC membership.

Section 4

Events/Activities Committee

The duties of the Events/Activities Committee shall be to schedule competitive events, social functions, promotional and money-raising activities. The committee shall also be responsible for maintaining the calendar of events in the newsletter.

Section 5

Publicity/Newsletter Committee

The duties of the Publicity/Newsletter Committee shall be to further the image and purposes of MWC to the general public through available communication media. The committee also will be responsible for advertising of all MWC events and activities solicited by the Events/Activities Committee and the Membership Committee membership campaigns. The committee will publish the MWC monthly newsletter.

Section 6

Other Functions

1. Business Agent. The Business Agent shall be an appointive office at the discretion of the Executive Board. The Business Agent will be responsible for handling the business affairs with the club sponsor or any club business as designated by a vote of the club.
2. Telephone Committee. The duties of the Telephone committee shall be to inform the membership of additions or corrections to the newsletter and/or gathering information.
3. Parliamentarian. Appointed to assist the Executive Board and the MWC with interpretation and carrying out of the Constitution and Bylaws of MWC.

ARTICLE VII

Section 1

Outstanding Member Award

1. An "Outstanding Member Award" shall be presented to the member voted as having displayed the following qualities:
  - (a) A member who is dedicated to Mustangs; a person who pursues being a Mustang owner with exceptional enthusiasm;
  - (b) A member who can be relied upon for responsibilities in MWC activities;
  - (c) A member who displays good sportsmanship and is a sincere team worker and competitor.
2. Balloting will be done at the November meeting by written ballot and shall be counted by a committee of two members and the results held secret until presentation of the award. A plaque shall be presented at the annual Christmas party. The President shall be in charge of purchasing and presenting the award.

ARTICLE VIII

Section 1

Quorum

Majority vote at a regular club meeting, with a minimum of 30 attendees, shall constitute a quorum.

ARTICLE IX

Section 1

Newsletter

Information shall be shared via facebook and email to give notice of all meetings and club activities. Nonmembers do not receive these private club notifications, to include but not limited to club only events, meetings, and updates. Open club events are shared on the open Facebook pages, whereas private club events are only shared on the Paid Member Facebook page and by email.

ARTICLE X

Section 1

Order of Business

1. The rules contained in this Constitution and Bylaws shall govern MWC in all cases in which they are applicable.
2. All meetings of MWC may be conducted in accordance with Roberts' Rules of Order.



3. In the event of dissolution of MWC, all money and/or property shall be donated to charity.

ARTICLE XII

Section 1

General

1. Members shall conduct themselves in a generally accepted manner.
2. Members will keep up good conduct and appearance in public.
3. MWC shall pay expenses incurred in the planning of activities of any authorized club business.
4. Gifts for outgoing officers to be the responsibility of the incoming officers.
5. All meetings of MWC are open to the membership.
6. CHARITABLE CONTRIBUTIONS. Mustangs West will donate a portion of its Treasury to a maximum of two Thurston County charitable non-profit organizations. The amount donated may be between 1%-50% of the unencumbered club treasury at the beginning of the January meeting. A quorum vote will be needed to decide the amount to be donated. Any member may at any time ask the club to support a different organization. The member desiring to sponsor an alternate organization for consideration should encourage to the organization to submit a written request containing the name of the organization, Unified Business Identifier (UBI) number, mailing address, telephone number, contact person and a brief summary of what the funds will be used for, if granted. The decision to change supported organizations will be made by a majority vote of the membership.