

**Model A Ford Club of America**  
**Bakersfield Chapter, Inc.**  
Chartered in 1958

**Standing Rules**

## **Authority**

*The present authority for the Model A Ford Club of America, Bakersfield Chapter, Inc. to adopt Standing Rules is granted under the corporation's Bylaws ratified by the membership on May 5, 1997.*

*Standing Rules are adopted under the authority granted by the bylaws to the membership by a vote of a simple majority. They are for the purpose of giving guidance to the officers and members in the transaction of business, programs and activities. In accordance with California State Law, in all cases, should a conflict arise between the Standing Rules and Bylaws, the Bylaws shall always take precedence over the Standing Rules.*

*Standing Rules shall be adopted and amended from time to time as deemed necessary by the membership and may be adopted by a majority of present at a members meeting and amended by 2/3 votes of a quorum of members present at a regular meeting of the members.*

*Unless otherwise stated these Standing Rules were approved by the membership on May 6<sup>th</sup>, 2019*

## **Board of Directors**

**President-** In addition to the job description delineated by the Bylaws he/she shall check the PO Box as needed, conduct monthly members and director meetings and serve on all committees as needed.

The president shall annually appoint a person in charge of the annual membership list. Said list shall record all members, address, telephone numbers, email address and anniversary and birthdays of the membership. The membership list shall be distributed to all members in March.

He/she shall attend members' & board meetings and club activities.

**First Vice President-** In addition to the job description delineated by the Bylaws he/she shall receive and maintain a copy of the PO Box key and shall check on mail as requested by the president. He/she shall, on occasion, prepare special events (celebrations, education or recreational events at the general meetings.

He/she shall attend members' & board meetings and club activities.

**Second Vice President-** In addition to the job description delineated by the Bylaws he/she shall or appoint a representative who shall organize and administrate all tours. He/she shall keep a record of members participating in club activities so and provide to the Member at Large in November a list of members eligible for the annual participation award.

He/she shall attend members' & board meetings and club activities

**Secretary-** In addition to the job description delineated by the Bylaws he/she shall maintain the official roster of members and submit a copy to MAFCA as requested; and the membership. Distribute to all board members copies of the minutes from both board meetings and the general members meetings as needed. Distribute to any member requesting a copy of minutes. He/she shall attend members' & board meetings and club activities.

Shall pass and keep attendance for each meeting and provide a copy to the member at large in November a copy of the list.

Keep and maintain the official copy of the Standing Rules.

Included in the monthly minutes shall be the treasurer's report (general checking account balance and saving account balance); all motions, who made the, seconded and results of the vote; and any general issues discussed.

He/she shall attend members' & board meetings and club activities.

**Treasurer-** In addition to the job description delineated by the bylaws he/she shall, along with another member, appointed by the president, perform an annual review of income and expenditures and report to the members at the February members' meeting.

The Treasurer shall receive and maintain a copy of the PO Box key and shall check on mail as requested by the president.

Shall prepare and distribute to the board of directors at the November meeting a proposed budget for the upcoming year.

Shall notify the Editor the name and address of new members.

The incoming Treasurer shall provide a statement for publication in the February Sparton News (to be mailed only to the membership) the beginning and ending balances in all accounts and a total of all monies as of January 1 of the proceeding year and December 31 of the proceeding year.

He/she shall attend members' & board meetings and club activities.

**Editor-** In addition to the job description delineated by the Bylaws he/she shall prepare and mail the Sparton News so as to be received by the membership a "few days" prior to the general members meeting.

Shall prepare and maintain an up to date mailing list.

Shall publish in the February Sparton News a statement of account balances for the proceeding year as of January 1 and December 31. Said statement shall be prepared by the Treasurer and mailed only to members.

The Editor shall retain possession of the chapter's digital camera and Microsoft Publisher software until he/she resigns or decides not to perform the job of Publisher.

He/she shall attend members' & board meetings and club activities.

**Member at Large-** In addition to the job description delineated by the Bylaws he/she shall attend all board meetings and be responsible for the bimonthly report of activities mailed to the Restorer. Annually, as soon as the annual members' list is established, review and correct all names in the drawing jars. He/she shall, on or around November 1 receive and list all members qualifying for the participation award and arrange for award to be handed out at annual dinner. He/she shall order the appropriate awards and trophies for board members in appreciation for their year of service. Said awards shall be distributed at the annual Christmas dinner.

He/she shall attend members' & board meetings and club activities.

**Web Master -** In addition to the job description delineated by the By-Laws he/she shall attend all board meetings and be responsible for updating the information on the Website. He/she shall design or modify the club's website as necessary to keep the website user friendly and easy to navigate in order to promote the club and its activities. He/she shall maintain and update the website to keep the information accurate, current, interesting and meaningful for all visitors to the website

He/she shall attend the general membership, board meetings, and club activities.  
*(Added as a Member of the Board of Directors by moti*

*on approved May 6<sup>th</sup>, 2019)*

### **Committee Chairpersons**

**CCRG-** Attend and represent the chapter at CCRG meetings. Shall report on any pertinent information to the membership and board of directors.

**Property-** Oversee and inventory the clubs property. Provide a yearly written inventory to the members, listing all inventories and its condition.

**Historian-** Keep copies of all documentation of club history; including photos, articles, newsletters and copies of the Restorer Magazine.

**Sunshine-** Organize and administrate for needs of members in regards to births, illness and death.

**Telephone-** Organize a calling tree to keep the membership informed of needs and upcoming activities.

**Raffles-** Collect and purchase raffle prizes. Run or appoint someone to run all raffles at all club activities where raffles occur.

**Nominations-** Present to the membership a nominated slate of officers in the October Sparton News and meeting.

**Roster** – Shall get a list from the Treasurer of all current members who have paid their dues, to publish, and distribute the annual club roster.

*(Added as a Committee Chair by motion approved May 6<sup>th</sup>, 2019)*

**Vests & Jackets** – shall take orders and arrange for the availability of vests and jackets for purchase by the club members.

*(Added as a Committee Chair by motion approved May 6<sup>th</sup>, 2019)*

**Photographer** – shall be responsible for taking or providing the official photographs of club events and make them available to the Web Master and Historian for use in promoting the club.

*(Added as a Committee Chair by motion approved May 6<sup>th</sup>, 2019)*

### **Sparton News**

The Sparton news shall be distributed to all members and any chapter registered with MAFCA (when requested) monthly. Members may place advertisements (non-business) and related articles in it at no cost. All advertisements and articles, submitted, must be received by the appointed time established by the editor. The Sparton News should be distributed to the membership during the last week of the month.

Business Advertisements shall be sold. The price shall be established by the members at the November meeting. Business Advertisements shall run for a period of 12 months from January through December.

### **Budget**

An annual budget shall be prepared by the board of directors and presented to the members in the February Sparton News and voted on at the March general meeting.

### **Meetings**

**General Meetings** of the members shall be held the first Monday of each month. Exception: the board may from time to time change the meeting time and/or place to best suit the needs of the club.

**Board Meetings** shall be called as needed by the president. Normally scheduled board meetings shall be prominently displayed on the monthly calendar and web page.

**Annual Meetings** of the corporation shall normally be held in the first Monday of March and shall provide that the annual distribution of the year-end accounting be made available to the membership.

### **Uniforms**

Patches for shirts, jackets and vests shall identify the club as the “Bakersfield Model A Ford Club”. The patches shall be gold in color with a green coupe and black oil derrick.

Club vests shall be in National MAFCA colors of gold with black trim. (*Motion approved July 1964*).

Club shirts shall be gold short sleeved. (*Motion approved March 1978*)

Club windbreaker shall be green (*Motion approved March 1978*)

### **Property**

First Aid Kit to be purchased and carried on club tours. (*Motion approved February 1984*)

Club Radios shall be distributed and made available at all club tours. They shall be distributed through the drivers being certain that the lead and trailing cars receive one. Radios should only be used at club activities.

### **Life Membership**

Life Membership may be awarded to a member for his/her years of service. It should only be awarded to members who have shown a strong commitment to the local club and preservation of the Model A and its era. Life Membership may be awarded based on meeting the following criteria:

1. A minimum of twenty five years service to both MAFCA and the local Chapter
2. Must be nominated by two sponsoring past presidents
3. Must be approved by a minimum of 75% of the current directors
4. Must have served a minimum of 10 years as a board member or committee chairperson

Life Members shall be entitled to all of the benefits of regular membership but shall be exempt from paying annual dues.

### **Miscellaneous**

**Annual Activity Award** shall be awarded to those members who have attended 75% of the Monthly Members' Meetings and 75% of the primary monthly activity; only one activity per month shall count. In months involving two activities, only the primary activity shall count.

**Dues** the annual dues are \$25.00 per family if paid on or before December 31 and increased by \$5.00 if paid after December 31. Life Members shall be exempt from annual membership dues. *(Adopted November 2003)*

**The Rubber Chicken** shall be awarded to the driver of any Model A, while it is being driven on an official tour or event that breaks down or that results in the driver and car turning back early (not reaching destination), or delays other drivers also being on said tour or event in reaching the destination or their home through having to wait while repairs or service to the vehicle in question is being performed. A chicken key chain shall also be given at the next members' meeting to the person awarded the chicken.

Ceasing to run shall be defined as, unable to drive or requires service and shall exclude the adding of oil, gas or water, provided that any oil, gas or water is being added at a scheduled or routine stop. Any car causing delays by the adding of oil, gas or water resulting from excessive leakage or overheating shall be deemed a chicken moment. In the event a vehicle runs out of gas, provided that said running out of gas is not caused by mechanical problems, that person shall be permanently awarded a rubber chicken key chain.

**100% Award** shall be awarded to those members having attended all monthly Members' Meetings and all primary monthly activities. The President may choose to permit, at his/her sole decision, the substitution of one primary event for another during the course of a year. When making this decision, the substituting event shall be one of substance and be an official MAFCA, CCRG or Chapter activity.

**Death of a Member** *(Approved January 2003 (Revised February 6, 2020))*. In the event of death of a member in good standing, a donation in the name of the member shall be subject to the following:

1. Donation shall be limited to \$75.00.
2. Donation shall be made within 60 days after death.
3. Family may request charity of choice but must do so within 60 days.
4. In the event the family has not made a request of their charity of choice, the donation shall be made to the Model A Ford Foundation Memorial Fund. *A contribution to the MODEL A FORD FOUNDATION MEMORIAL FUND is a most appropriate way to express sentiment at the loss of a Model A friend. An attractive acknowledgment of appreciation is mailed to the donor and a notification is sent to the family of the deceased. A permanent record of the names of the deceased and the donor are kept in MAFFI's Memorial Book. This book will be on display at all national conventions. What a better way to acknowledge a loss than to help build a memorial for the collection, preservation, and display of the Model A Era for future generations.*

*(Motion approved February 3, 2020)*