

2006 T.C.C.R.A. OFFICERS BYLAWS

1. An Officer can not hold a position of office if they are a promoter for TCCRA. (Grandfather clause - any current officer that was elected prior to the rule change for 2006 would be exempt from this rule, while finishing out their current officer position).
2. Officers will act in the best interest of the membership without bias or prejudice toward any group or person.
3. An officer must be qualified to serve as an officer. (See number 1 of the Election Procedures)
4. All officers will receive a compensation fee. This fee is set by the Board of Directors and is not paid unless the officer is in attendance of the scheduled race event.
5. There will be a minimum of three (3) Board of Directors.
6. All officers must familiarize themselves with the Corporate Bylaws, Officers Bylaws, Rules Book, Election Procedures, and Officers Job Duties. Every Officer is required to carry out his/her job duties as stated in the Officers Job Duties provided to you after you were elected.
7. If an officer is found by the Officers Committee and/or the Board of Directors to have knowingly been in violation of the Corporate Bylaws, showing neglect or incompetence in performing their duties, or making self-serving decisions, these acts shall constitute automatic resignation of the officer. An officer can be removed after three (3) unexcused absences, misconduct, or failing to perform his/her duties as stated in the T.C.C.R.A. Officers Bylaws, and/or Officer Job Duties. It takes 2/3 vote from the Officers Committee to remove an officer from office, or an majority vote from both the Officers Committee and the Board of Directors.
8. Officers must remove themselves from the room during voting when the decision directly affects themselves and/or a family member. Votes will be made by ballot and not a show of hands.
9. All Officers Committee decisions or votes will be done in a meeting after due notification to the officers, with each officer having equal opportunity to voice their views. No Officers Committee decision or vote can be changed by individual polling of the officers (excluding subcommittees).
10. In the event of resignation or removal of an officer the President will consult with the VP, 2nd VP, and Track Supervisor or the entire officer committee to pick a qualified replacement. This appointed person must be selected by a committee

and not solely by the President. This newly appointed Officer will in no case serve beyond the next scheduled election of that particular office. If the President resigns or is removed a special election will be held after proper notification.

11. An officer resigning, or removed from office during the year or before his/her duly elected term is up, will not be able to seek office the following two (2) years after that officer's duly elected term would have expired. Exception: Resigning from one office to take another office.

12. Officers will maintain sufficient funds to begin the next season to be in no case less than \$2,500.00 (note: If at any time the balance falls below \$2,500.00 the board of directors shall be notified for legal purposes). Any check over \$500.00 must have dual signatures (Treasurer and President) and approved by the BOD. Any expenditures of \$200.00 or more must be verbally approved by the President and Treasurer prior to the purchase and a courtesy notification given to at least one BOD member. All requests for reimbursement must be submitted within thirty (30) days. All requests received after thirty (30) days will require additional approval from the Board of Directors.

13. It is recommended that Officers, at the end of their term, pass a written detailed job description and a procedural manual (to consist of any forms, reports, special tasks, and property list) on to their successors and a copy as well supplied to the Secretary for record. Newly elected officers will begin their duties on January 1 (First) of the following year.

14. No individual Officers Committee member may speak or commit for the club (to include emails and on the website) in matters of rules, policies, opinions, etc. without express approval of the President and/or majority of the Officers Committee in the absence of the President. Any non-approved issue shall constitute sufficient basis for removal of that office.

15. Officers Committee members and Board of Directors will receive a jacket after completing one (1) full two (2) or three (3) year elected term of the same office. In the event someone is appointed to replace an unexpected vacancy that newly appointed Officer will receive the jacket at the end of their term (if they served a minimum of one full season).

16. Each Board of Directors and Officer will receive up to four (4) free tickets to the year end banquet for themselves and their immediate family **only** (immediate family consist of spouse and dependent children) or date if not married. There is no giving these tickets to other members or friends, if you are unable to use your tickets they must be returned to the Events Coordinator to try and sale that spot.

17. Any letter of warning, probation, or incompetence of a member, promoter, or fellow officer will be written by the secretary with committee approval. This letter

will be sent within seven (7) business days from the date of the infraction and sent certified mail with signature required.

18. Each Board of Director and Officer will be provided four (4) tee-shirts (two (2) short sleeve and two (2) long sleeve), and one (1) jacket. Extras may be purchased at your expense. These items are to be used by Officer's ONLY.

19. It is requested that every officer be at the track on Saturday by noon and required on Sunday by 7:00 AM. Note: some may need to be at the track sooner based on their duties for the day, please see your job description to see if this exception pertains to you.

20. The President will call a meeting of the Officer Committee at the final race of each year to discuss any changes the Officer Committee feels are needed for the betterment of the T.C.C.R.A. And also to discuss any changes that are needed to the Promoters Rules. These will be posted on the TCCRA website shortly after the Promoters meeting each season by the secretary.

21. The Board of Directors will meet post seasons end and before the scheduled rules meeting to discuss any changes that they feel are needed. It is recommend that the President be invited to this meeting and that the secretary is present to take minutes.