

# **ROUTE 66 CORVETTE CLUB**

## **STANDING RULES**

### **INITIALLY ADOPTED OCTOBER 7, 2010**

**DEFINITION:** As described in the Rt. 66 Corvette Club By-Laws, these Standing Rules are supplemental to the Rt. 66 By-Laws and contain items which would normally be in the By-Laws but are subject to frequent modification or addition. No Standing Rule may be adopted which is in conflict with an existing Rt. 66 By-Laws or Constitution item.

#### **SECTIONS:**

1. Officers' and Committees' Duties
2. Finance and Treasury
3. Competition
4. Club History
5. Website and Newsletter
6. Points and Awards Program
7. Meetings
8. Standing Rules Maintenance
9. Sponsorship
10. General

#### **Section 1. Officers' and Committees' Duties**

1.1. (Initial Issue) **NEW MEMBER PACKAGES** will be distributed by the Treasurer to all new members at the next Club business meeting that they attend after the Treasurer's receipt of their new member dues and application. This is in conjunction with the Treasurer's membership and roster maintenance duties described in the By-Laws. These new member packages consist of a Club window decal, embroidered patch and hat pin for each member and printed copy of the Club roster for each family unit. In addition, the Treasurer will e-mail the new members an electronic version of the Club Constitution, By-Laws and Standing Rules and add the new members to the Club e-mail distribution.

#### **Section 2. Finance and Treasury**

##### 2.1. (Initial Issue) **BEREAVEMENT MEMORIALS**

- 2.1.a The Club President is responsible for making arrangements for bereavement memorials and for authorizing the Club Treasurer to pay bills for the cost of these arrangements. The cost limit of this authority will be an amount previously determined by a majority of the Club officers and Board of Directors. Cost limit is set at \$100.00 per vote of general membership (10/07/10).
- 2.1.b The President's authority is also limited to memorial in the event of the death of an active charter member, owner/member, or honorary member, their non-member spouse or domestic partner or their children.
- 2.1.c The President is responsible for obtaining the approval of a majority of the Club officers and Board of Director for Club expenditures for memorials above or beyond those listed in a. and b. above.

2.2. (Initial Issue) **FINANCIAL REPORTING FOR CLUB EVENTS AND PROJECTS** involving Club funds is required. Upon completion of any Club event or project that consumes or adds to Club funds, the responsible event, project, or committee chairperson will prepare a brief financial summary of the project. This summary should detail the expenses and income and the ending profit/loss status to the Club. This summary will be retained by the Club Treasurer as a reference for future similar activities. The summary should be forwarded to the Club Treasurer no later than close of the first monthly Club business meeting following the completion of the project, or event.

2.3. (Initial Issue) **FCOA MEMBERSHIP** The Club will pay the one-time fee (currently \$5.00) for membership into the FCOA (Future Corvette Owner's Association) for any child, grandchild, nephew or niece of any club member. The FCOA membership application should be submitted to the Club Treasurer who will issue a club check and forward the application to the FCOA Director.

2.4. (Initial Issue) **CHECK WRITING GUIDELINES** will be followed by the Club Treasurer and President who are the only members authorized by the Club By-Laws to sign checks.

2.4.a Checks written on the Club checking account will be issued without prior Club general membership approval for the following items:

1. Treasurer's postage supplies (stamps, envelopes and other mailing supplies).
2. Treasurer's expenses (new checks or any other fees associated with Club checking account).
3. Purchase of printing cartridges for Club projects (monthly Road Notes, Car Show, Autocross, etc.).
4. Purchase of new member supplies (pins, patches, printed materials, etc.).
5. Reimbursement for small expenses incurred by the Club officers or committees for expenditures involved in performing their Club duties. These are limited to \$50.00 per item without prior membership approval.
6. Payment of specific Club obligations. These are limited to the following obligations:
  - a. New member and annual member dues to NCCC. Note that these dues are collected in advance, deposited into the Club account, and then paid out by Club check.
  - b. Annual website fee (currently \$70).
  - c. Annual storage locker fee (currently \$408).
  - d. Annual renewal of Missouri license (currently \$10)

2.4.b. Blank checks missing the check value, issue date, or designated payee will not be issued under **ANY** circumstances.

2.4.c. Checks may be written to Club members if cash is exchanged for the check amount.

A check of this nature will have the date, dollar value, payee information, signature, and the reason for the check completed.

2.4.d. Payment of emergency requirements which occur between meetings. These distributions must be approved in advance by a majority of the Club Board of Directors and reported to the membership at the next monthly Club business meeting.

2.5. (Initial Issue) **AN ANNUAL AUDIT** of the Club accounts and the Treasurer's records will be performed per the Club Constitution by an audit team selected by the Board of Directors.

2.5.a. This audit team should:

1. Select an audit member to document the audit and provide a written report on the audit to the Club Board of Directors.
2. Elect a spokesperson to review the audit process with the Club membership at the next Club business meeting.
3. Review Treasurer's methods of maintaining and storing Club documents.
4. Provide extensive documentation of their audit process and results.

2.5.b. The purpose of the audit is to:

1. Assure that all financial statements are accurate and reflect the value of the Club banking account.
2. Assure that all Club expenditures are disbursed in accordance with the Club Constitution and the Treasurer's Check Writing Guidelines (Standing Rules item 2.4).
3. Assure that proper records are maintained for ALL expenditures.
4. Review the process used for preserving Club records including both hard and soft information.
5. Review the duties of Treasurer as specified in the By-Laws and the Property and Finance portion of the Constitution and assure that the Treasurer has fulfilled all necessary duties in a responsible manner.
6. Make recommendations to Treasurer to improve any of the above items.

2.6. (Initial Issue) **A SPONSOR VOUCHER** process exists to authorize our sponsor's awarding one year's free membership to Corvette purchasers at the sponsor's cost. The process as agreed to by the Club and our sponsor describing the steps to be taken to pay the Club for this initial year of membership is described as follows: See ATTACHMENT "A". The voucher form is not shown and must be obtained from Jim Trenary Chevrolet or the Sponsorship Committee Chairperson.

### **Section 3. Competition**

### **Section 4. Club History**

4.1. (Initial Issue) See ATTACHMENT "B".

### **Section 5. Website and Newsletter**

5.1 (Initial Issue) **WEBSITE** The official Club Website address is Route66CorvetteClub.com and shall be maintained regularly by the Club Webmaster. The Club Webmaster is appointed by the Board of Directors. The Webmaster will retain any Club-purchased software. This software will be included in the annual audit of club property. The Club Treasurer will pay the annual fee for website hosting (currently \$70.00). The purpose of the Club Website is to provide current information to both club members and the general public about the Route 66 Corvette Club.

5.2 (Initial Issue) **NEWSLETTER** The Club Newsletter "Road Notes" is created and distributed monthly by the Newsletter Committee. The Newsletter Committee is appointed by the Board of Directors. Road Notes is primarily distributed via email. However, in the event that a member does not have email, a hard copy will be mailed. The Club Treasurer will reimburse the

Newsletter Committee for expenses related to the creation and distribution of the newsletter upon presentation of receipts. The purpose of Road Notes is to keep the membership informed on past and future club activities and will include the President's Letter, the Secretary's Meeting Minutes and the Treasurer's Report.

## **Section 6. Points and Awards Program**

### **6.1. (initial Issue) POINTS AND AWARD PROGRAM**

6.1.a The following awards will be given annually (participation earning year runs from Nov. 1<sup>st</sup> to Oct. 31<sup>st</sup> of the following year) to the club members who earn them as determined by the Route 66 Vice-President who will also ensure that all points given for individual activities and events are equitably assigned to the participants claiming points:

1. Presidents Award: For the greatest number of points accumulated for both NCCC and other Events.
2. NCCC Competition Award: For the greatest number of points accumulated for NCCC Events.
3. Route 66 Club Participation Award: For the greatest number of points accumulated for Route 66 Club Events and Other Activities.
4. 100% Participation Award: Earned by attending all eleven monthly Route 66 business meetings, working or ~~entering~~ the entering and participating in one Annual Route 66 Club Car Show, and working or entering all Route 66 Club NCCC sanctioned Events occurring within 75 miles of the Club's "declared city" listed with the National Council of Corvette Clubs and defined in the "General Section" of these Standing Rules. An inclement weather exception exists for the attendance requirement at all eleven monthly meetings. This is explained separately under "Inclement Weather" in the "Meetings" section of these Standing Rules. (5/06/10)
5. Additional specialty recognition awards may be ~~given at the~~ discretion of the Vice-President.

6.1.b A points system administered by the Vice-President will be used to determine the recipients of the above awards. The rules governing these points are as follows:

1. Points earning year runs from Nov. 1<sup>st</sup> to Oct. 31<sup>st</sup> of the following year.
2. Only one 1<sup>st</sup> place award, one 2<sup>nd</sup> place award, or one 3<sup>rd</sup> place award can be earned by any Club member in any one year in the descending order of the President, NCCC Competition, and Route 66 Club Participation Awards. In the event that there are not enough members eligible to award a 2<sup>nd</sup> or 3<sup>rd</sup> place award, then no award will be given.
3. In case of tie, the Club Vice-President may determine if awards could be combined as in the case of a couple who could share an award to counter the cost of additional awards. A Route 66 Club Event is defined as any event sponsored by the Route 66 Corvette Club. This includes our Route 66 Corvette Shows, committee meetings, picnics, parties, road runs, trash pickups, and any other Event created by the Route 66 Corvette Club.
4. A participant in a Route 66 Event is defined as an individual who has paid any applicable entry fee and has started the Event.
5. In all Events that require or have two participants with an entry fee, each participant will receive points.
6. A Route 66 Event is not required to have a Chairperson, i.e., trash pickup.

7. Event Chairperson is defined as an individual responsible for initiating, organizing, and coordinating an Event. This person is also to distribute the results of the said Event to the Vice-President within 30 days of the Event.
8. Event Co-Chairperson is defined as an individual that assists the Chairperson in an event. This event needs to be large enough that the Chairperson needs assistance, i.e., Car Show, Christmas party, or Autocross. A Co-Chairperson will not normally be necessary for road runs and smaller Events.
9. Event worker is defined as an individual who works for the Event Chairperson.
10. Other Activity is defined as an event that is not sponsored by the Route 66 Corvette Club. It can be other car club or automotive activities that the Club can participate in together or an individual can participate in with a Corvette. Examples of Other Activities are parades, Lions Club Car Show, BTCC Car Show, museum get-togethers, Fun Fest, Corvette Cup, or other Corvette club meetings. Other Activities may have a Chairperson if an extra level of coordination is required for making complex preparation plans.
11. In order that points be given for an Other Activity, the Activity must be announced at a monthly Club meeting or included in the Road Notes newsletter and be open to all Club members who wish to participate.
12. It is the individual Club member's responsibility to report points earned at all Events and Other Activities to the Route 66 Club Vice-President within 45 days of such event or activity. Therefore, points should be turned in at the monthly Club business meetings for the previous month's points. If no meeting is held in a month, it will be acceptable to wait to turn in points until the next meeting. If points are not turned in by that time, **NO** points will be awarded.
13. The number of days that participants attend an Event or Other Activity will not be a factor. Each Event or Other Activity will only count as a single occurrence independent of the amount of time consumed by that Activity or Event. Extra points will also not be given for meeting at a location and driving to an event.
14. The number of points to be awarded for the various categories are as follows:
  - a. 10 points for Route 66 Club Events (President and Rt 66 Awards).
  - b. 5 points for Other Activity (President and Rt. 66 Awards).
  - c. 10 points for participation in each NCCC Event (President and Rt. 66 Awards)(I.e., three NCCC Events = 30 points).
  - d. Placing points for NCCC Event, per NCCC rulebook (President and NCCC Awards).
  - e. 20 points for Event Chairperson with a maximum of 80 per year (President and Rt. 66 Awards).
  - f. 15 points for Event Co-Chairperson with a maximum of 60 points per year (President and Rt. 66 Awards).
  - g. 5 points per Event for event worker (President and Rt. 66 Awards).
  - h. 10 Points for monthly Route 66 Club business meetings (President and Rt. 66 Awards).

## **Section 7. Meetings**

7.1. (Initial Issue) **Rt. 66 CORVETTE CLUB BUSINESS MEETINGS** will be held monthly, except for the month of December, on the first Thursday of each month at the **Brunswick Zone XL - St. Peters** bowling facility located at 8070 Veterans Memorial Parkway ( I-70 South Service Road), St. Peters, MO 63376, Phone: 636 474-2695. These meetings will begin at 7:00 PM.

7.2. (Initial Issue) **INCLEMENT WEATHER** or other unforeseen occurrences that raise the possibility of canceling a monthly Club meeting require that the Club President shall be responsible for making a cancellation decision. The President shall make this decision at least 4 hours prior to the scheduled meeting start time and notify the membership of the cancellation via e-mail and phone call to those members not having e-mail. The President shall also notify the meeting site facility (Brunswick) of this decision. If the President is not able to make this decision, the President shall appoint another Club officer to make the decision and notification. The order of this delegation shall be first the Club Vice-President, then (in order) the Secretary, Treasurer, Governor, or elected members of the Board of Directors. In the event of a meeting cancellation, the monthly business meeting will be automatically rescheduled to the second Thursday of the month at the same time and location. In the event of a meeting cancellation, the 100% Participation requirement for meeting attendance will be waived for that month.

## **Section 8. Standing Rules Maintenance**

8.1. (Initial Issue) **MAINTENANCE OF THE STANDING RULES** will be the responsibility of the By-Laws Committee. The By-Laws Committee will maintain a historical record of the initial issue of the Standing Rules and all subsequent changes and additions. The latest version of the Standing Rules will be available on the Club website.

8.2. (Initial Issue) **ADDITION OR MODIFICATION OF STANDING RULES** will be approved by a simple majority of the members present at any Rt. 66 monthly business meeting following a discussion of the proposed rule change or addition. Any member present at a business meeting may propose a change or addition after asking the Club President or the President's designee to be placed on the meeting agenda. To facilitate Club discussion, the suggested changes should be described in a written document provided by the member presenting the change and given to the By-Laws Committee chair prior to the start of the meeting. The By-Laws Committee will review the proposed change and determine if it is appropriate for a Standing Rule or if it should be a By-Laws change. Following a Club approval vote, the By-Laws Committee shall make the necessary changes to the Rt. 66 Standing Rules document and disseminate the changes to the Club membership by providing the document to the webmaster.

8.3. (Initial Issue) **STANDING RULE APPROVAL DATES** will be displayed for each item showing the date on which it was approved by the Club membership. Items approved at the initial approval of the Standing Rules process will display the words "Initial Issue" immediately following the item number. Changed or added items will display the month/ day/ year of their approval in this same location.

8.4. (Initial Issue) **ITEM NUMBERS** for each Standing Rule item will follow a format. Added items will carry an item number starting with the applicable Standing Rule section number

followed by a period and then followed by the next sequential item number available for that section. Changed items will retain the same item number but will have a new date recorded. Deleted items will have the old text left in place but lined through and will carry the word “Deleted” at the beginning of the text and will have the date of the deletion approval and their original item number displayed in the appropriate format.

### **Section 9. Sponsorship**

9.1. (Initial Issue) **THE CLUB SPONSOR** is **Jim Trenary Chevrolet**, 501 Auto Mall Drive, O’Fallon, MO 63368, Phone: 636 946-6300, Fax: 636 946-8015, e-mail: [www.jimtrenary.com](http://www.jimtrenary.com). Our primary Club contact is Tim Kleeschulte (Sales Consultant) who may be reached at the same phone and fax numbers or at his direct phone: 636 259-5818, cell: 636 448-0547, or e-mail: [timk@jimtrenary.com](mailto:timk@jimtrenary.com).

9.2. (Initial Issue) **ALL SPONSORSHIP ISSUES** between the Club and Jim Trenary Chevrolet must be addressed through the Sponsorship Committee. The Committee’s contact at Jim Trenary Chevrolet for these issues is Jack Gonzales (General Manager) who may be reached at the same dealership numbers in 9.1. or by direct phone at 636 229-5828.

### **Section 10. General**

10.1 (Initial Issue) **THE OFFICIAL CLUB MAILING ADDRESS** is: Route 66 Corvette Club, c/o Treasurer: Bob Lamb, 600 Bluff Manor Circle, St. Charles, MO 63303.

10.2.(Initial Issue) **THE RT.66 DECLARED CITY FOR NCCC** is East St. Louis, IL. The purpose of this declared city is to allow our club to be part of the Midwest Region of NCCC.

10.3. (Initial Issue) **A NEW MEMBER INFORMATION PACKAGE** is available. See ATTACHMENT “B”

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ATTACHMENT "A"

**MEMBERSHIP VOUCHER PROCESS**  
**Trenary Chevrolet / Route 66 Corvette Club**

A new or used Corvette is sold. Sales person explains Rt. 66 Corvette Club membership offer.

Jim Trenary or Jack Gonzales completes and authorizes voucher. Customer is given voucher with Rt. 66 Club membership package. They are encouraged to review package and contact Club before making decision to join. **Only** Jim Trenary or Jack Gonzales can authorize these vouchers.

If customer decides to join, they surrender voucher along with membership application to a Rt. 66 Club officer with no money for dues.

Rt.66 Club processes membership and pays NCCC (National Council of Corvette Club) dues from Club Treasury.

Rt. 66 Club sends voucher and a note requesting amount of reimbursement to Jack Gonzales. The amount is \$60.00 for an individual or \$95.00 for a couple.

Trenary Chevrolet sends check for amount of membership to Rt. 66 Club Treasurer (Bob Lamb, 600 Bluff Manor Circle, St. Charles, MO 63303).

## ATTACHMENT "B"



# MEMBERSHIP INFORMATION ROUTE 66 CORVETTE CLUB

We cordially invite you to join the Route 66 Corvette Club. The Rt. 66 Club website may be viewed at [www.route66corvetteclub.com](http://www.route66corvetteclub.com). The club meets on the first Thursday night of each month, except for December, at Brunswick Bowl at 8070 Veterans Memorial Parkway in St. Peters, MO (south I-70 service road approx. 1 mile west of the Hwy. 79/ I-70 intersection). This location is subject to change. Please check the location listing on our website or contact one of the officers listed below for details. We electronically publish a monthly newsletter called "Road Notes". In December we have a holiday party and awards ceremony at an appropriate site. We hold annual car shows at Jim Trenary Chevrolet and Vette's Restaurant at the locations noted below. We hold an autocross at the Wentzville, MO General Motors plant. In addition to these meetings and events, we also have many other club activities that we participate in throughout the year such as road runs, dinners, tours, picnics, and attendance as a club at other car clubs' events. We are sponsored by Jim Trenary Chevrolet. Jim Trenary Chevrolet provides a free one year membership to our Club and to the National Council of Corvette Clubs (NCCC) with each Corvette purchased from them. Whether you are receiving this invitation as a result of a Corvette purchase or through other sources, we welcome you and ask you to accept the following information about our club and also ask you to please contact one of the officers listed below.

Initial Club membership dues are \$60.00 per year for an individual membership and \$95.00 for a couple. Renewals are \$50.00 and \$85.00 respectively. We require our members to belong to the National Council of Corvette Clubs, Inc. NCCC membership costs are included in the above amounts and Route 66 Corvette Club processes the application for NCCC membership and paying of NCCC dues. The yearly Route 66 and NCCC membership runs from Jan. 1st through Dec. 31st with renewals due the 1st Thursday of October. We invite you to join us for a few meetings or club activities to familiarize yourself with our club to help you decide if you wish to join. We recommend that you fill out your membership forms and submit your Rt. 66 and NCCC applications and dues at one of our meetings. If you wish to join our club in the July through October time frame, we suggest that you declare your desire to join our club, attend our activities and meetings, and delay joining until at least August to avoid having to pay a full year's dues for a very short period of membership. Applicants who request membership after August 31st are accepted as members for the following year. Neither Rt. 66 nor NCCC have partial year's dues.

**Additional information or questions:** Contact one of the following Rt. 66 Club officers:

President: Sean Leary @ 314-258-0767, e-mail: sleary@harbourgroup.com  
Governor: Tom Reitz @ 636-978-4486, e-mail fastglass95@yahoo.com  
Treasurer / Membership: Bob Lamb @ 636-685-8043, e-mail samlam@charter.net



501 Auto Mall Drive · Ofallon, MO 63368  
SALES (636) 395-4111 · SERVICE (636) 395-4121



61 Charleston Plaza  
Hwy 94, St. Peters, MO  
(636) 926-2300

**ATTACHMENT “C”**

**History of Elected Officials , Route 66 Corvette Club**

<b><u>Year</u></b>	<b><u>President</u></b>	<b><u>Vice-President</u></b>	<b><u>Secretary</u></b>	<b><u>Treasurer</u></b>	<b><u>Governor</u></b>	<b><u>Elected Board of Directors</u></b>
2000	Tim Adams	Jeff Anderson	Chris Reitz	Chris Reitz	Gary Hellyer	none
2001	Tim Adams	Jeff Anderson	Chris Reitz	Chris Reitz	Gary Hellyer	Joe Anelle, Anita Hellyer, Charles Miget
2002	Jeff Anderson	Joe Anelle	Chris Reitz	Chris Reitz	Tom Reitz	Scott Walker, Noel Wilson, Charles Miget
2003	Tim Adams	Joe Anelle	Chris Reitz	Chris Reitz	Tom Reitz	Scott Walker, Noel Wilson, Charles Miget
2004	Charles Miget	Scott Walker	Chris Reitz	Chris Reitz	Tom Reitz	Noel Wilson, Patty Schroeder, Jeff Anderson
2005	Randy Moore	Dale VanDeven	Karen Brooks	Chris Reitz	Tom Reitz	Noel Wilson, Patty Schroeder, Jeff Anderson
2006	Rik Thompson	Gary Schiermeyer	JoAnn Viviano, Mary Morak	Chris Reitz	Tom Reitz	Charles Miget, Noel Wilson, Jeff Anderson
2007	Bridget Balkenbush	Gary Schiermeyer	Colleen Jung	Bob Lamb	Tom Reitz	Noel Wilson, Randy Moore, Jeff Anderson
2008	Mary Morak	Gary Schiermeyer	Rhonda Trout	Bob Lamb	Tom Reitz	Jeff Anderson, Noel Wilson, Rik Thompson
2009	Rod McCoy	Rhonda Trout	Lora Gracey	Bob Lamb	Tom Reitz	Chris Reitz, Noel Wilson, Joe Anelle
2010	Sean Leary	Scott Graham	Sharon McCoy	Bob Lamb	Tom Reitz	Chris Reitz, Noel Wilson, Mary Morak
2011						
2012						
2013						
2014						
2015						