

By-Laws of the Porsche Club of America- California Central Coast Region September, 2019, Updated 2022

Article I: Name & Principal Office

Section 1- Name

California Central Coast Region (CCCR), Porsche Club of America, Inc.

Section 2- Principal Office

The principal office of this organization shall be located at such a place as designated by the Board of Directors within the geographical area described in Article IV, Section 3 hereof.

Article II: General Objectives

The general objectives of the California Central Coast Region, to which its members are joined together and mutually pledged shall be the furtherance and promotion of the following:

- A. The highest standards of courtesy and safety on the roads and among our Club and Board Members.
- B. The enjoyment and sharing of goodwill and fellowship engendered by owning a Porsche and engaging in such social or other events as may be agreeable to the membership.
- C. The maintenance of the highest standards of operation and performance of the marque by sharing and exchanging technical and mechanical information.
- D. The establishment and maintenance of mutually beneficial relationships with the Porsche Works, Porsche Dealers, and other service sources to the end that the marque shall prosper and continue to enjoy its unique leadership and position in sports car annals.
- E. The interchange of ideas and suggestions with other Porsche Clubs throughout the world and in such cooperation as may be desirable.
- F. The establishment of such mutually cooperative relationships with other car clubs as may be desirable.
- G. The preservation of the independence of the Porsche Club of America (PCA) and the Central California Coast Region, free of control or undue influence by any outside individual, organization, company, or other entity, no matter how closely aligned to the Club in interest or purpose. In furtherance of this goal, the Porsche Club of America, California Central Coast Region is and shall remain a totally member-driven and primarily member financed independent entity allowing neither inappropriate nor undue influence, financial or material, from outside its domain, owing allegiance only to its members.

Article III: Powers

Section 1-Powers

The Club shall be empowered to do all things and conduct all business, not for profit, necessary to carry out the general objectives of the Club as set forth in the Certificate of Incorporation, issued under the statutes of the State of California.

Section 2-Badge

The badge of the Club shall be the logo/badge for the Club shall be as shown on exhibit A to these By-Laws. No substantial alteration to the logo/badge may be adopted by the Club unless approved by 75% majority vote of its active and family members.

Article IV: Membership, Dues, and Fees

Section 1-Membership

Membership in the Club shall be restricted to owners, lessees, or Co-Owners of Porsches who are 18 years of age or older, and to such other persons interested in the Club and its objectives as provided in Section 2 (B), (C), and (D) of this Article. A Porsche is defined as an automobile body and suspension which is, basically, as manufactured by or designed by an engine which is, basically, on which was installed in such bodies by the manufacturer of such automobiles, although not necessarily in the body concerned. The word "co-owner", in addition to its usual meaning, shall include a person who holds a substantial stock ownership in a franchised Porsche dealership or distributorship.

Section 2- Class of Membership

- A. Active- Any owner, lessee or co-owner of a Porsche acceptable to a Regional Club, who is 18 years old or older, having paid Club dues and fees as required.
- B. Family-Active- An individual requested by an active member as his or her family-active member, restricted to person 18 years old or older, whether otherwise qualified for active membership by ownership of a Porsche or not.
- C. Associate- Any active member who ceases to own, lease or co-own a Porsche while in good standing, or any person, employed by a Porsche-oriented business, interested in the Club and its objective having paid Club dues and fees as required. A person of the associate member's family who has been a family member as in (B) above, may continue as a family-associate member similarly.
- D. Affiliate- A person 18 years old or older, named by the Active Member in lieu of a Family Member
- E. Dual- A member in good standing of another PCA Region who pays an annual fee set by the Board of Directors may apply for dual membership status.

Section 3- Area of Membership

- A. Membership applications shall be accepted from residence of the following listed counties of the State of California comprising the CCCR as established by the PCA. San Luis Obispo County and north Santa Barbara County, north of a line drawn from San Marcos Pass to Gaviota Pass.
- B. Non-resident applications shall be accepted at the discretion of the Board of Directors.

Section 4- Membership

Membership Applications for membership shall be made upon such forms as prescribed by the National Club, and shall be accompanied by payment of appropriate dues, fees, and assessments, or evidence of payment therefore received from PCA.

Section 5- Dues

Dues are set by PCA and include an amount returnable to CCCR. Fees and assessments by CCCR shall be established by the Board of Directors.

Section 6- Membership Year

- A. The membership year shall be for one year beginning with the date of acceptance of original membership application and shall be renewable for one year or more future years on the membership anniversary date.
- B. The National Executive Secretary shall send each member one billing for renewal dues at or about the due date. If dues are not paid before becoming delinquent, as determined by PCA National Office, membership shall thereby be terminated without further notice.

Section 7- Privileges of Members

Members in good standing shall be entitled to all the privileges of CCCR except that Dual Members shall not be entitled to vote nor hold office. Ballots shall only be provided to Active Members with space for the vote of the Family or Affiliate Member.

Section 8- Termination

Membership in CCCR may be terminated by:

- A. Resignation, submitted in writing to the principle office of CCCR as set forth in Article 1, Section 2, preceding, with forfeit of all dues, fees and assessments paid.
- B. Suspension by a two-thirds vote of the Board of Directors of either the National Club, or CCCR, for infractions of National or Regional rules or regulations, or for actions hostile to the general objectives or best interest of the National or Regional Clubs. Upon written notice of such suspension, the suspended member shall be afforded a reasonable opportunity to be heard, in person or through a representative, by the Board of Directors or a committee appointed by it for the purpose concerning the alleged misconduct. To be considered valid, such an appeal must be made in writing within 45 days of the written suspension. The Board of Directors may therefore continue the suspension for a definite time, terminate the suspension, or expel the member, and its decision shall be final. If the suspension was not for a stated length of time and no written appeal is tendered, the member is automatically expelled from PCA at the end of the 45-day window. Suspension of any member is applicable to their respective Family or Affiliate Member.
- C. An Active Member may transfer to another Region within the jurisdiction of PCA by a written request to the Membership Director, a call to the National PCA office, or by making the appropriate changes through the National PCA website.
- D. An Active Member may terminate the membership of a Family or Affiliate Member named by written notification to the CCCR Membership Director, PCA National or through the PCA National website.

Section 9- Liabilities of Membership

No officer, director, or member of CCCR shall be personally liable for any of CCCR's debts, obligations, or acts, except as specifically required by law or other sections of these By-Laws.

Section 10- Honorary

Any person who, on the affirmative vote of the Executive Council, is deemed to merit recognition for outstanding interest in or service to the Club. Such membership shall be limited to one year, but may, upon the affirmative vote of Executive Council be renewed. The Honorary membership is limited to the CCCR.

Section 11- Life

Any person who, on the affirmative vote of the Board of Directors, is deemed to have performed such extraordinary service to the Club as to warrant this singular honor. Each Region President, upon termination of the President's elected term, shall automatically be a life member of the CCCR without such vote, so long as they remain an active member of the National Organization.

Article V: Meetings of Members

Section 1- Special Meeting/Annual Meeting

The President may call special meetings of the members of CCCR at any time. Special meetings may also be called by a majority of the Board of Directors or any 25 Active Members in good standing. Notice of a Special Meeting shall be given in the manner herein prescribed for the Annual Meeting which is held at the Holiday Party in December, except that notice of Special Meetings must be sent to all members not less than seven (7) days prior to the date set for the Special Meeting and shall include the purpose for which the meeting is called.

Section 2- Quorum

A Quorum for a meeting of the members shall consist of 20 Regular Members, 5 of whom are elected members of the current Board of Directors, in good standing present at the meeting. Every act of a meeting duly held at which a quorum is present shall be regarded as an act of the entire membership.

Section 3- Voting

At all meetings of the members, each Regular Member in good standing shall be entitled to one vote on any matter which may be brought before the membership. Such vote may be via voice, or by written ballot. There shall be no cumulative voting, nor shall any proxies be permitted.

Section 4- Conduct of Meetings

The President, or such other Member of Board of Directors as the President may appoint, shall preside at all meetings. An exception may be made in the case of a special meeting called by the members. Unless otherwise provided in these By-Laws Order in it, *Robert's Rules of Order* in its most recent edition shall be the rules for conduct of all meetings.

Section 5- Minutes

Minutes of all business meetings shall be recorded by the Secretary, or by such person as may be appointed by the Board of Directors for that purpose. At the Annual and each Regular

meeting, the minutes of all previous meeting shall be presented and available for inspection by any member. The reading of minutes shall not be required unless voted for by the majority of Regular Members present and voting.

Section 6- Elected Officers

The elected officers of the Club shall be President, Vice President(s), Secretary, and Treasurer. Their terms of office shall be two years and shall end December 31. No officer shall serve in the same office more than two consecutive terms. The exceptions to which are for persons with unique or technical skills. No officer may continue in office if the officer shall move the officer's residence beyond the borders of the Club.

Section 7- Eligibility

Only active members and family-active members, in good standing, shall be eligible to be nominated for elective office.

Article VI: Executive Council & Board of Directors

Section 1- Executive Council

The President, Vice President(s), the last Past President continuing to be an active member of the Club, the Secretary, and the Treasurer shall constitute the Executive Council in which the government of the Club shall be vested. It shall be responsible for the proper conduct of the administrative affairs of the Club, the proper functioning of the committees, and shall insure compliance with these By-Laws. All decisions of the Executive Council shall be by majority vote unless otherwise provide in these By-Laws.

Section 2-Board of Directors

The elected Board of Directors shall constitute the officials of CCCR. The Board of Directors shall be responsible for the proper conduct of the administrative affairs of CCCR, the proper functioning of the several Committees, and shall insure compliance with these By-Laws and the Articles of Incorporation of CCCR, in accordance with the laws governing such corporations in the State of California. In fulfilling these responsibilities, the Board shall have the power to establish all operational procedures necessary for the conduct of all CCCR business and the implementation of the policies established by these By-Laws. The Board also has the power to approve, modify, or disapprove all actions of committees or individuals appointed to represent CCCR. The Board of Directors may consist of a minimum of 10 Regular Members in good standing, and the immediate past President.

Section 3- Term of Office

The term of office of each elected Director shall be January 1 to December 31 of the following calendar year.

Section 4-Nominations

Not later than September 1 of each year, the Board of Directors shall elect one of its members as Chairperson of a nominating committee. The Chairperson of the Nomination Committee shall

select two (2) Regular Members in good standing who may or may not be members of the Board of Directors and who, upon ratification by the Board of Directors, shall serve as the Nominating Committee. Not later than October 1 of each year, the Nominating Committee shall recommend candidates to the Board for each Board position from among Regular Members willing to serve as Directors. In addition, any Regular Member may submit a nominating petition to the Secretary not later than October 1 of each year, nominating a Regular Member to be placed upon the ballot for election to the Board of Directors. No member may be nominated or placed on the ballot without their permission, which shall be obtained no later than October 1 by the Chairperson of the Nominating Committee and made a part of the records of the proceedings of that Committee. No member shall run for more than one board position in any given year. Qualifications and pictures of the nominees should be submitted to the Coastalaire Editor and placed in the October edition of the Coastalaire.

Section 5- Election

- A. Not later than November 1 of each year, the Secretary shall send to each Active Member in good standing a ballot containing the names of all nominees submitted by the Nominating Committee and by nominating Petitions.
- B. The ballot shall:
 - 1. contain a list of all candidate names running for the Board.
 - 2. not allow for the submission of write-in candidates.
 - 3. have two columns: one for Active Member's vote, and one for the Family/Affiliate. Member's vote.
 - 4. contain a unique identifier for each ballot.
 - 5. contain a statement noting the calendar date deadline for the return of ballots.
 - 6. contain instructions for returning the completed ballot to CCCR.
- C. All ballots must be returned and/or received no later than November 15 by whatever means deemed appropriate by the Board of Directors. All returned ballots must uniquely identify who is casting the ballot. Non-electric ballots must contain a previously assigned unique identifier for that ballot. Electronic ballots must be returned containing the same unique identifier included with the original ballot. Each voter on all ballots must be clearly identifiable as a CCCR member from current CCCR membership records. If any of the conditions listed in this paragraph are not met, the ballot is declared to be invalid.
- D. On or before December 1 of each year, the Secretary and at least two (2) members of the Nominating Committee shall count, and tally those ballots as defined above and certify the results.
- E. The Secretary shall number all ballots received after November 15 in order, as they are received. In the event of a tie, the Secretary shall open the first day(s) ballot(s) received after the deadline to determine a winner. If the results remain a tie, the Secretary shall repeat this process until the tie is broken. If, after opening all the late ballots a tie still remains, the Secretary shall then flip a coin in the presence of the candidates to determine a winner.

Section 6- Vacancies

- A. A vacancy on the Board of Directors shall exist upon the death, suspension, resignation, or termination of a Director or in the event no candidate has been elected under the provisions of these By-Laws to fill a Board position.
- B. The Board of Directors shall declare vacant the seat of any elected Director who is absent from three (3) successive meetings of the Board of Directors without prior notification to the President.
- C. In the event a vacancy occurs, the remaining Directors shall elect a Regular Member to fill the vacancy at its next succeeding meeting. The elections shall require a majority vote of the remaining Board and the consent of the Regular Member to be nominated. Any Director so elected shall hold office until the next regular election of the Board of Directors by the membership.
- D. In the event of the vacancy of the President's position, due to the death, suspension, resignation, or termination of President, the remaining Directors will elect, from among themselves or the general membership, the most qualified person available to assume the unexpired term of the President. The successor to the President must be elected by a majority of the remaining Directors. In the event of a deadlock (tie), the most recent Past President will cast the deciding vote. In the short-term absences, a Vice President will substitute for the President.

Section 7- Combined Meeting

A combined meeting of the outgoing and incoming elected Board of Directors shall be held for the purpose of transferring records and discussion pending business.

Section 8- Call of Meetings

Meetings of the Directors may be called at any time by the President or by a majority of the Directors. Each Meeting of the Directors shall be notified of such meeting at least forty-eight (48) hours prior to the time set therefore.

Section 9- Quorum

Five (5) elected Directors shall constitute a quorum for the transaction of business at any regular or special meeting of the Board of Directors. There shall be no proxy voting by any Director. A similar vote of at least four (4) Directors at a meeting duly held at which a quorum is present shall be required to constitute an act of the entire Board of Directors.

Section 10- Continuity

The Board of Directors shall be charged with the responsibility for arranging the events to be conducted through the month of March of the year following the expiration of their terms of office.

Section 11- Recall of Elected Directors

Any member of the elected Board of Directors may be recalled in the following manner:

- A. Recall proceedings must be initiated by submitting a Recall Petition to the Secretary. Said Recall Petition must be signed by not less than twenty-five (25) Regular Members in good standing.
- B. Upon receipt of said Recall Petition, the Secretary, shall cause to be printed in the ensuing Coastalaire an article giving the reason for the Recall as stated in the Recall Petition. Within seven (7) days after distribution of said Coastalaire, a Recall Ballot shall be sent to each Regular member. Such ballot shall clearly state the date by which the ballot must be returned; said date to be approximately fifteen (15) days after the distribution date of the Coastalaire containing the Recall notice. Within fifteen (15) days after the return date, the Secretary and at least two (2) Active Members appointed by the President shall count, and tally all ballots, and certify the results.
- C. As soon as the count has been made, the Secretary shall notify the President of the results. A Director will be recalled by a two-thirds majority of ballots cast. The results shall be read into the minutes of the next meeting of the Board of Directors.

Article VII: Directors' Duties & Positions

Section 1- Officers and Standing Committee Chairpersons

The newly elected Board of Directors shall select from their elected members, persons to fill each of the following offices of the Board. The immediate past-president shall preside over this selection process. The selection process can include volunteering, majority voting, following the vote guidelines of the membership, or any combination thereof as decided by a majority vote of the newly elected Directors. The duties of the Directors shall include each of the following offices:

President

- A. To chair the Board of Directors
- B. To serve as an ex-officio member of all Committees, except the Nominating Committee, By-Laws Committee, and any another committee the President deems appropriate to delegate to the Vice President to act as ex-officio member.
- C. To preside at all meetings of the Members and of the Board of Directors.
- D. To execute all documents and correspondence in the name of CCCR as authorized by the Board of Directors and/or the Membership.
- E. To sign in absence of the Treasurer all drafts upon the accounts of CCCR and all documents financially obligating CCCR.
- F. To keep and maintain the Statement of Policy.

Vice President

- A. To preside at meetings in the absence of the President, or when ordered to do so by the President
- B. To assist the President and/or the Board of Directors in any manner that the President or Board may direct.
- C. To act as Parliamentarian.

- D. To chair the By-Laws Committee; keep and maintain the By-Laws and their changes; participate on any Committee, in place of the President, as deemed appropriate by the President; keep and maintain the official calendar of CCCR events; work closely with the Activities Director on maintenance of the events calendar; and be responsible for all sponsorships and advertising.

Treasurer

- A. To keep records and books of account reflecting the financial condition and operation of CCCR.
- B. To sign all checks and drafts upon the account of CCCR and all documents financially obligating CCCR.
- C. To receive all monies paid to CCCR and deposit same to its credit with the bank approved by the Board of Directors.
- D. To secure from each standing and special committee or event chairperson a written budget of anticipated income and expenses for all functions requiring the use of CCCR funds. Approval of said budget by the CCCR Board constitutes approval to spend CCCR funds to the limits of the approved estimates for specific expenditures.
- E. A report of all CCCR income and expenses shall be submitted to the Board at least quarterly.
- F. To file all tax forms required by the IRS and California State government office to maintain CCCR tax exempt status.
- G. Prior to the transfer of authority from an incumbent treasurer to the new and incoming treasurer the incumbent treasurer will be certain all tax filings and/or any taxes have been paid on time.

Secretary

- A. To record and preserve the minutes of the meetings of the Board of Directors and to present and to read such minutes at the request of the President or any of the Directors.
- B. To record and preserve minutes of all special membership meetings and to present and read such minutes upon demand.
- C. To receive all ballots, count them, cause to be published the results thereof, and keep them for inspection for a period of thirty (30) days after the results are announced.
- D. To maintain a permanent file of all CCCR legal documents regarding incorporation, tax exempt status, and tax filings.
- E. To do all acts otherwise required of the Secretary by these By-Laws or other applicable laws.

Activities Director

- A. To develop a suitable schedule of social events which will provide a broad range of such events for all members. These events to include Dinner Meetings, Tech Sessions, Tours, Car Shows, Pit Crew, Picnics, Swap meets, and other events deemed to be social in nature.
- B. To develop a suitable schedule of competition events which will provide a broad range of such events for all members. These events to include Rallies, Autocross, Time Trials, Concours, and other events deemed to be competitive in nature.
- C. To schedule events. Said schedules subject to approval of the Board of Directors.
- D. To negotiate for and procure suitable sites for events.

- E. To coordinate with other organizations in connection with conducting and participating in events.
- F. To issue press releases concerning events and encourage participation as deemed appropriate.
- G. To procure appropriate event awards.
- H. To work closely with the Vice President for the accurate and sensible maintenance of the official CCCR Calendar.

Safety Director

- A. To manage all matters pertaining to insurance, including reporting of events to PCA National.
- B. To review all competitive events against safety requirements imposed by applicable insurance or National rules.
- C. To compile and enforce competition rules under which events are conducted.

Membership Director

- A. To distribute application blanks to prospective members.
- B. To process and record said applications and necessary membership data.
- C. To notify the Coastalaire Editor of the names of new members to be published.
- D. To disperse extra Coastalaire copies to new members.
- E. To greet new members and guests at all CCCR functions.
- F. To maintain the master list of all Members.

Section 2- At Large Directors

The Board of Directors may include the remaining elected Directors who do not fill on the above positions as at-large directors. These at-large directors shall fill whatever standing committees the President sees fit to appoint.

Autocross Director, At-Large

The Autocross Director shall schedule and direct all motorsport autocross events

Driver Education Director, At Large

The Driver Education Director shall schedule and direct all motorsport events of driver education.

Coastalaire Editor

As provided by Article X, Section 3

CCCR Web Site and Webmaster

Article VIII Special Committees

Section 1- Appointments

There shall be as many Special Committees appointed as required to carry out the activities and objectives of CCCR. Any member(s) of CCCR may be appointed chairpersons of a Special Committee by any Director, subject to approval by the Board of Directors.

Section 2- Duties & Responsibilities

Special Committee Chairpersons are responsible for a written budget of all anticipated expenses of CCCR funds in connection with their function. Chairpersons shall also submit to the Treasurer a written accounting of all receipts and disbursement related to their function, together with all duly accredited invoices and other supporting documentation as may be required by the Treasurer.

Article IX- Club Property

Section 1- Acquisition of property

CCCR may maintain and acquire certain property for use in its use for Club functions, upon the approval of the Board of Directors.

Section 2- Use of Property

Such property shall remain the property of CCCR and may only be sold with the prior authorization of the Board of Directors.

Article X- Official Publications

Section 1- Name

The name of the publication of CCCR shall be The Coastalaire

Section 2- Circulation

The Coastalaire shall be published and distributed monthly to each member and to such others approved by the Board of Directors.

Section 3- Editor.

The Editor(s) shall be appointed by the Board of Directors and, unless elected or appointed as a director, shall serve as a non-voting member(s) of such Board.

Section 4- CCCR Web Site & Webmaster

The Webmaster(s) shall be appointed by the Board of Directions and, unless elected or appointed as a director, shall serve as a non-voting member(s) of such Board. The Webmaster(s) shall maintain the CCCR "Home Page" or web site on the Internet and, in conjunction with the Coastalaire Editor, periodically update the materials.

Section 5- Other Communication Forms

It is the responsibility of the CCCR Board of Directors to ensure proper communication of CCCR business between themselves and all CCCR members. To that end, CCCR publishes a monthly newsletter and maintains a website on the internet. These resources and all other forms of communication that may be required should make use of all means available to facilitate interaction to and from other Board and CCCR members. This may include US mail, electronic mail, hard copy paper, or such other means that may become feasible in the future. No wording in these By-Laws shall be construed or interpreted to restrict in any way the conduct of official CCCR business/information flow between the CCCR Board and CCCR members.

Article XI- Fiscal Year

The fiscal year of the Club shall be the calendar year.

Article XII- Obligations and indebtedness

Section 1- Authority to Incur Obligations or Indebtedness.

Only persons authorized by the Executive Council to act on behalf of the Club shall incur any obligation or indebtedness in the name of the Club. All obligations or indebtedness incurred in accordance with the provisions of these By-Laws shall be incurred as corporate obligations. No personal liability of any such corporate obligation shall be incurred by any member or Director of CCCR by reason of any other person authorized to act on behalf of CCCR. No Director or any other person authorized to act on behalf of CCCR shall incur any obligation or indebtedness in the name of CCCR in excess of \$100 without prior approval of a majority of the Board of Director, except for the following purposed:

- A. Printing, distribution, and postage expenses of Coastalaire.
- B. Stationery and postage for ordinary administrative use.

No elected Officer or any other person authorized to act in behalf of the /club shall incur any obligation or indebtedness in the name of the Club which is not for the general benefit of the entire membership of the Club nor shall the Executive Council or the Board of Directors approve the incurring of any obligation or indebtedness.

Section 3-Personal Liability for Unauthorized Obligation

The incurring of any obligation or indebtedness in the name of the Club by any elected Officer or member in contravention of these By-Laws shall be an ultra vires act. The person or persons responsible for such acts shall be personally liable, individually and collectively, to the Club in an amount equal to the obligations or indebtedness which the Club may be required to pay.

Section 4- Conflicts of Interest

No Director shall engage in any transaction that could create a conflict of interest with the Club. Directors shall disclose to the Executive Council any potential conflicts between their personal interests and the Club's. No Director shall vote on any matter in which they have a material financial interest or conflict of interest.

Section 5- Financial Oversight

- A. All Committee Chairs, Special Appointees and individual members of the Executive Council shall prepare and submit annual budgets to the Treasure for collective review and approval by the Executive Council.
- B. The Treasure shall submit and the Executive Council shall internally review and audit quarterly reports on the Club's finances
- C. The Treasurer shall give a full and correct report on the financial status of the Club at any meeting of the Board of Directors.
- D. The Treasurer shall cause to be published in the Club's official magazine a full and correct report semi-annually on the financial status of the Club.
- E. The Treasurer shall submit the Club's financial records to an independent certified public accountant (CPA), at the Club's expense and at the close of the fiscal year, for audit as directed by the Executive Council.

Article XIII- Amendments of By-Laws

Section 1- Proposed Amendments

Proposed amendments to these By-Laws may be considered upon either recommendation by not less than four (4) Directors or by a written petition signed by at least twenty-five (25) Active Members in good standing. The Board of Directors shall prepare the suggested amendment(s) in such a manner as appropriate for incorporation in these By-Laws.

Section 2- Approval of Proposed Amendments

- A. The essence of the proposed amendment(s) shall be printed in the Coastalaire with a statement announcing the availability of the exact wording of such amendment(s). The essence of any emergency amendment proposed shall be printed in the ensuing issue of the Coastalaire.
- B. Within seven (7) days after the distribution of said Coastalaire, a uniquely identified ballot shall be sent to each Active Member. Such ballot shall clearly state by which the returned ballot must be postmarked or electronically dated; said date to be approximately fifteen (15) days after the distribution date of the Coastalaire containing the essence of the proposed amendment(s). Within fifteen (15) days after the return date, the Secretary and at least two (2) Regular members appointed by the President shall count, and tally all ballots, and certify the results.
- C. Amendments to the By-Laws shall be approved by two-thirds of the votes cast.
- D. As soon as the count has been made, the Secretary shall notify the President of the results. the results shall be read into the minutes of the next meeting of the Board of Directors and published in the ensuing Coastalaire.

Exhibit A-

CCCR Logo/Badge

