

File

**BYLAWS OF  
THE KEYSTONE CHAPTER  
OF THE  
FALCON CLUB OF AMERICA**

**ARTICLE I  
Name and Offices**

The name of this corporation shall be the Keystone Chapter of the Falcon Club of America ("KCFCA"). This corporation is a chapter of the Falcon Club of America ("FCA"). The registered office of the corporation shall be at 10206 Jonestown Road, Grantville, Pennsylvania 17028. The corporation may also have offices at such other places as the officers may from time to time designate.

**ARTICLE II  
Purpose**

The purpose of this organization shall be to preserve 1960-1970½ Ford Falcon automobiles throughout the world, to advance acceptance of 1960-1970½ Ford Falcon automobiles, and to promote good fellowship. The club shall be a non-profit organization.

**ARTICLE III  
Membership and Voting**

- A. Membership in the KCFCA shall be open to all who are interested in the club, who are members of the FCA, who pay and who are current in their dues to the KCFCA.
- B. Voting rights shall be extended to dues-paying members and their spouses. Votes may be cast in verbal or written form.
- C. Honorary lifetime membership shall be extended to those persons whose names have been submitted in writing to the membership and approved by a majority of those eligible to vote.
- D. Ownership of a 1960-1970½ Ford Falcon automobile is not a requirement for membership.

**ARTICLE IV**  
**Officers: Duties, Election, Management Role**

**A. OFFICERS:**

1. Elected officers of the KCFCA shall be no fewer than five: president, vice president, secretary, treasurer, and editor.
2. Appointed officers of the KCFCA may be as follows: historian, assistant editor, partsmaster, club store manager, internet director, and photo editor.
3. Term of office for all elected officers shall be one year. Election of officers shall be conducted at the general membership meeting at Macungie, Pennsylvania on the first Sunday in August or at such other place and time as may be designated by the officers. Officers shall be elected by majority vote of the members and their spouses in attendance at the general membership meeting.
4. Term of office of appointed officers shall be at the pleasure of the elected officers.
5. Requirements for elected/appointed officers of the KCFCA shall be as follows:
  - a. Candidates do not need to be present at the election to be eligible for election or appointment to any office. A written statement of intentions shall suffice if candidates are not able to attend the meeting.
  - b. All candidates must be at least 18 years of age.
  - c. All candidates must be in good standing with the FCA and the KCFCA.

**B. DUTIES OF OFFICERS:**

1. **President:** Manages and administers the club with the goal of increased publicity, status, and activities leading toward the betterment of the club. Coordinates club functions with other clubs. Recommends club social activities, presides over club meetings, and recommends the annual calendar of events.
2. **Vice President:** Acts for the president in his/her absence. Assists in implementing club policy. Acts as chair of special committees. Appoints or sets up special committees. Submits reports to the president, as necessary.

3. Secretary: Reports results of meetings to membership and the president of the FCA. Writes official letters and maintains official club files. Maintains current club roster and record of past membership. Notifies members of all club meetings and elections. Sends chapter roster annually to the FCA. Sends list of elected officers to the FCA after the conclusion of the general membership meeting.
4. Treasurer: Accepts club income. Maintains club financial accounts. Provides financial reports to membership. Disburses funds for authorized items upon approval of two (2) other elected club officers. Signs checks to disburse funds. Submits the annual audit of the treasurer's reports and accounts to the editor for publication in the newsletter.
5. Editor and Assistant: Edits and publishes the KCFCA Newsletter. Writes all necessary news and special interest articles as well as advertisements. Maintains club history in the form of a complete newsletter file.

C. ELECTION OF OFFICERS:

1. Election shall be held for club officers annually in the month of August as provided by Article IV(A)(3) or as otherwise designated.
2. In the event of a vacancy in any elected office, the remaining elected officers by majority vote of those officers shall choose a successor for the unexpired term of such vacant office.

D. MANAGEMENT ROLE OF OFFICERS:

General administration and management of the KCFCA shall be the responsibility of its officers as set forth in these bylaws.

**ARTICLE V**  
**Meeting**

Meetings shall be called by the secretary upon a majority vote of the elected officers. At least three (3) meetings shall be called each year. Written notice of said meeting stating the time, place, and object thereof, shall be given by or at the direction of the secretary to each member at least ten (10) days prior to the date of the meeting. A quorum of the members and spouses of the KCFCA shall not be required to transact business at a meeting. A majority vote of those members and spouses in attendance at a meeting shall be sufficient to authorize any action of the KCFCA.

**ARTICLE VI**  
**Finance**

- A. The KCFCA is considered a non-profit corporation.
- B. Dues in support of club administrative costs and newsletter publication shall be assessed upon each member in an amount necessary to cover expenses. Each subsequent year's dues shall be payable as of the general membership meeting as defined in Article IV(A)(3). Members shall be considered delinquent in the payment of dues 30 days after the general membership meeting. Delinquent members shall not be considered for active participation in club events and shall be dropped from the club roster.
- C. Any miscellaneous revenue shall be accepted by the treasurer and placed in the club account.
- D. Disbursements of club funds shall be by the club treasurer after approval of two (2) other elected club officers.
- E. An audit of the treasurer's reports and accounts shall be performed at least once annually in a manner determined by the elected officers. A report of this audit shall be furnished by the treasurer to the editor for publication in the newsletter.

**ARTICLE VII**  
**Publications**

- A. The Keystone Newsletter shall be published five (5) times annually or at such other times as determined by the elected officers. A Keystone Chapter roster shall be published annually. All publications shall be distributed to the membership. The newsletter shall include such items as the following:
  - 1. President's message
  - 2. Secretary's report
  - 3. Treasurer's report
  - 4. Information about upcoming meetings
  - 5. Classified advertisements

- B. Entry of information in the newsletter shall be at no cost to any member.
- C. Articles of general interest shall be solicited from club members in order to provide a variety of viewpoints and reduce the workload of the editor.

**ARTICLE VIII**  
**Relationship with the FCA**

- A. In accord with Article III(A), all members of the KCFCA shall be members of the FCA.
- B. In accord with Article V, at least three (3) meetings shall be called each year.
- C. In accord with Article IV(B)(3), reports of meetings shall be sent by the secretary to the president of the FCA.
- D. In accord with Article IV(B)(3), the following shall be sent annually by the secretary to the FCA:
  - 1. The Keystone Chapter roster
  - 2. The list of officers elected at the general membership meeting.

**ARTICLE IX**  
**Amendments**

Amendments to the KCFCA bylaws shall be reviewed and approved by a majority vote of the elected officers for submission to the membership. Approval of amendments shall be by vote of the general membership at the general membership meeting as provided by Article IV(A)(3) or at a specially scheduled club meeting for that purpose.

**ARTICLE X**  
**Dissolution**

In the event of dissolution, disbandment, inactivation, or other termination of the KCFCA, all funds, property, parts, and other assets, in excess of any recognized liability, shall be disposed of by a decision of the existing active membership in accord with the rules governing non-profit corporations. Majority vote of members present at the last general meeting shall be sufficient to determine action.